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COMMISSION MEETING

January 16, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, January 16, 1973 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:50 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, McDonnell, and Tournahu. Excused Commissioner Stern.

Secretary Cerasi advised the Commission that Resolution #642 on page 4 of the December 12, 1972 minutes should be corrected to Commissioner McDonnell instead of Commissioner Lisle. It was moved by Commissioner Malone and seconded by Commissioner Day that the minutes be approved as corrected. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Passed around the General Revenue Sharing Preliminary Program issued by the Mayor and the City Librarian advised the Commission that the Library's portion was $575,200.00. The Mayor separated the revenue sharing in two priority levels; the first priority would be underway quickly in the 1973/74 fiscal year and the second priority items would be released later dependent upon conditions later in the year.

   Included in the Mayor's proposal of priorities for the libraries are: Relighting of Anza, Bernal, Potrero branches; repainting Richmond branch; refurbishing Chinatown, Mission, Richmond, and Park branches; improving/providing public toilet facilities for all branches; new book charging system; automating order and cataloging procedures; replacement of vehicles (2 trucks, 1 auto, and bookmobile); and equipment and furniture replacement-branches and Main. Three public hearings will be held to review the preliminary program. Key department directors will join the Mayor and some members of the Board of Supervisors are expected to attend. The hearings sre scheduled for:

January 29, 1973 (Monday) 7:30 - 10:00 p.m.	Marina Junior High School Fillmore and Chestnut Streets
February 5, 1973 (Monday) 7:30 - 10:00 p.m.	Horace Mann Junior High School 23rd and Valencia Streets
February 13, 1973 (Tuesday) 7:30 - 10:00 p.m.	A.P. Giannini Junior High School 39th Avenue and Ortega

After the public hearings and revisions made by the Mayor, the revenue sharing will be handled in much the same manner as the annual budget. It will be submitted to the Finance Committee then to the full Board of Supervisors.

There are many items in the General Revenue Sharing program which are duplicated in the 1973/74 budget in the event some are deleted from the revenue sharing program, we may be able to get them as budget items.

2. Expressed great concern about library legislation and he will attend a major workshop on library legislation at the ALA conference in Washington,D.C. from January 26 - February 2, 1973. He has invited Congressman Mailliard and Congressman Burton to a congressional luncheon while he is in Washington and informed the Commission that there is talk that the President's 1974 budget is excluding all library programs. This would adversely affect BARC as the program would be terminated as well as the South of Market and and Early Childhood programs.

3. Bernard Orsi, General Manager of Civil Service and the Civil Service Commission proposed a salary increase plan on three levels; 2-1/2%, 5%, and 7.5%. The benchmark for librarians is 3630 Librarian I. This year's salary survey shows that we are 9% below the maximum weighted salary survey average for librarians at ten institutions in California that were surveyed. The wage increases for Library Technical Assistants and Librarians is recommended for the 7.5% increase. The City Librarian and Assistant City Librarian would receive an increase of 5% if this proposal is approved.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Reported that the contractual work on Ortega branch is virtually completed and that the staff is working and books are being moved back into the branch. Telephones have been installed and funds for the furniture have been approved. Mrs. Moss will meet with President Callanan as to the exact date for reopening the branch.

2. Announced that the Library is on the planning council for the Reading Coalition co-sponsored with the Friends, San Francisco Unified School District, ONI Community Association, San Francisco Community College District, San Francisco Education Auxiliary, Second District PTA, Sunset Parkside Education Council, Zone V and VI Education Council, and California State Union at San Francisco School of Education. The library will have an exhibit and the Whole World will be on display at the Reading Fair to be held at Commodore Sloat School, February 14, 1973. On March 4, the Library will have a joint program with the School Librarians, and open house will be held in the branches on April 4. There is a great deal of enthusiasm about this project and events to attract all age groups.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The Secretary informed the Commission that hereafter when the regular Commission meeting date is changed, the Commission will be notified by phone immediately, in addition to the mail notification.

2. Announced that the reminder calls regarding the Commission meeting will be made one day in advance instead of on the meeting day in order that the Commissioners will have ample time to arrange for their attendance.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

1. Mrs. Johnston, member of the Friends, mentioned the Reading Coalition at which the Friends' project Reading is FUNdamental will be represented.

2. Announced that as a result of a presentation by Michael Tobriner, a representative of the Black Librarians Committee, a resolution was passed supporting minority group representation on the Library Commission and in the leadership of SFPL with the recommendation that both Commissioners and staff increase efforts to add members of minority groups to the professional staff.

KEEP LIBRARIES ALIVE

Mrs. Grace Macduff, Co-chairman, reported that the Governor received approximately 3,000 pieces of mail from concerned people throughout the State including mail from the members of the Board of Supervisors supporting SB 1261. One of the reasons the Governor vetoed the bill was the provision for continuous funding and the Governor also feels that libraries should be locally supported. She spent the eleventh hour sending fifty eight telegrams asking the Senate to over-ride the veto

Mrs. Macduff informed the Commission that the three Revenue Sharing meetings will be attended by the Friends and she hopes to include many of the people who spoke at the Mayor's annual budget hearing and the Board of Supervisors budget meeting.

Informed the Commission that the Reading Coalition is a grass roots organization involving all who are interested in reading. Health, Education, and Welfare is sending its film The Right to Read. It is a spontaneous pilot program involving all of San Francisco and it is hoped that it will attract citywide acclaim.

Miss Mary Louise Stong, Executive member of the Friends, expressed her disappointment inasmuch as SB1251 was vetoed by Governor Reagan as the passage of this bill would have benefitted SFPL. She just returned from Sacramento where she talked with a number of people about SB90. They discussed what kind of legislation was needed for libraries.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $1,769.35 be accepted.

2. It was moved by Commissioner Day, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #643

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the extension and improvement of public library services both to geographical areas and to groups of people without adequate services; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California for funds to extend and improve services to the people of San Francisco; therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal funding for 1973/74 as provided by such grants as approved by the State of California; and, be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

3. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #644

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Library Services and Construction Act administered by the California State Library for the operation of its reference demonstration project, the Bay Area Reference Center, and

WHEREAS, the San Francisco Public Library has been named one of two Regional Resource Centers in California under the Library Services and Construction Act due to its successful operation of the above reference project; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funding for 1973/74 to be applied to the operation of the Bay Area Reference Center; and be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

3. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #545

RESOLVED, that the Library Commission hereby authorizes reimbursement of expenses for John F. Anderson who attended meetings involved with State Library legislation and Federal programs in Los Angeles, California on January 5-6, 1973; his expenses to be paid out of the regular library budget as travel funds permit.

4. The Library's proposed budget for 1973/74 is $6,514,781, or $1,394,731 more than the current budget. Of the increase, $283,738 in projects are being proposed by the Mayor in the General Revenue Sharing program. Major program packages are as follows:

° New and replacement equipment	$ 208,186
° Library resources (film, recordings books, periodicals)	235,237
° Audio-visual services	21,742
° Library security (alarms, guards, investigator)	95,500
° Book charging system	53,107
° EDP program	79,431
° Early Childhood Education continuation	43,402
° Service to senior citizens	24,258
° Service to handicapped and institutionalized)	26,741
° Volunteer coordinator	10,374
° Information center coordinator	10,374
° Hunters Point Neighborhood Center Project	16,470
° Sunday hours for Main Library	59,379
° Relocation of Technical Services division	123,574
° Retention of 24 EEA positions; add 8 children's librarians, and 2 branch librarians plus 1 clerk	289,926
° Ongoing costs of present program for 1973/74	92,030
	$1,394,731

Of critical importance is the retention of EEA positions which we have utilized for the past year and a half. Copies of the budget request can be obtained from the City Librarian's office.

President Callanan then announced that the Library's 1973/74 Budget was open for public discussion. Only one citizen spoke on behalf of the budget proposal. His concern was for increased branch library service hours, particularly for his branch, Noe Valley. Mrs. Scannell, Chief of Branches, stated that if personnel requested are obtained, both Noe Valley and Glen Park branches would benefit. President Callanan then asked the Commissioners if they had any further questions regarding the budget. Commissioner McDonnell announced that although the Library's request was higher than the figure the Mayor had set for the Library's allotment, the Commissioners felt that the figure of $6,514,781 was justified inasmuch as items such as; security, increased library service hours, etc. were extremely important for citizens' safety when visiting the library. Commissioner Day, Chairman of the Budget and Operation Committee, commended the City Librarian, John F. Anderson and the staff for the part they played in obtaining all facts requested by the Commission and for their efficient performance in meeting the budget deadline.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #646

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

LIBRARY EXTENSION
COMMISSIONER STERN

No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER MCDONNELL

It was moved by Commissioner McDonnell, seconded by Commissioner Day and unanimously approved that the Library's Public Relations Activities Report for the month of December be approved. Commissioner McDonnell commended the fine programs presented for the month, in both adult and children categories.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER TOURNAHU

No report.

ELECTION OF OFFICERS

President Callanan declared that nominations were in order for Commission Officers for the 1973 term.

Commissioner Malone nominated President Callanan for the office of Commission President. The nomination was seconded by Commissioner Day. President Callanan was declared President by unanimous vote.

Commissioner McDonnell nominated Commissioner Stern for the office of Commission First Vice-President. The nomination was seconded by Commissioner Malone. Commissioner Stern was declared First Vice-President by unanimous vote.

Commissioner Day nominated Commissioner McDonnell for the office of Commission Second Vice-President. The nomination was seconded by Commissioner Lisle. Commissioner McDonnell was declared Second Vice-President by unanimous vote.

COMMUNICATIONS

FROM: Robert J. Dolan, Clerk of the Board of Supervisors, stating Supervisor Dorothy von Beroldingen's suggestion that branch libraries extend its evening and week-end hours.

The City Librarian will make a study of the suggestions made by Supervisor von Beroldingen and will report his findings. If additional personnel requested in the 1973/74 budget is granted, the extension of branch hours may be a possibility. Commissioner Day advised the Commission that Supervisor von Beroldingen is very interested in the library system. President Callanan referred the matter to the City Librarian and asked that he acknowledge the receipt of Mr. Dolan's letter and report back to the Commission at a later date.

FROM: Murray Friedling regarding class visits to the library, stating that class visits had been curtailed.

The City Librarian referred this matter to the Assistant City Librarian. Mrs. Moss stated that she has looked into the matter and told the Commission that service has never been refused and if appointments for class visits are arranged ahead of time, the library policy is to allow class visits. Repetitive class visits are not encouraged due to the fact that this would interfere with children's scheduled programs as it is the library's aim to serve all citizens of San Francisco. Mrs. Macduff, KEEP LIBRARIES ALIVE, suggested that the children's librarians attend teachers' meetings to clear up any misunderstanding regarding classroom visits and also that librarians may explain the specific functions of the library.

Miss Morris, Coordinator, Children's Services, stated that no reasonable requests for classroom visits to the library are denied and service is extended to all who request it.

After much discussion, President Callanan recommended that this matter be turned over to Commissioner McDonnell, Chairman of the Community Affairs Committee an asked that he confer with Mrs. Moss, Assistant City Librarian, and that a letter be sent to Mr. Friedling, who is a teacher at Lafayette School, presenting all the facts in order to clear up the misunderstanding regarding classroom visits.

There being no further business to come before the Commission, the meeting was declared adjourned until Tuesday, February 6, 1973.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

January 16, 1973

RESOLUTION NO. 646

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1972, be approved:

3602 PT Page
Eileen Cassidy
Peri Drake
Jane Dunlap
L. Neill Lucarelli
Laura Packard
Bernard Washington

3602 PT Page
Edwin Young

3618 Library Tech. Asst. II
Diane Newman

8202 Watchman
Robert Jones
Paul Schlocker

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
David Angstead
Carolyn Chee
Edith Eskridge
Raymond Gin
Hollace Hack
Ricardo Hernandez

3602 PT Page
Kennedy Ho
Steven Hom
Samuel Lew
L. Neill Lucarelli
Jim Theodorides
Richard Vollan

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

February 6, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, February 6, 1973 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, McDonnell, Stern, and Tournahu. Excused: Commissioner Day.

Commissioner McDonnell asked for an addition to the January 16 minutes, page 6, paragraph 2: "In order that the employees have a decent, safe, and sanitary place to work and in order that the Commissioners fulfill their obligation as trustees of the treasures of the library, we have added the fire system and burglar alarm system. In order to safeguard the treasures of the library, to protect the employees and patrons, we have increased our request for security. In general, all of the additional requests have been made so that the Commission can conform to all ordinances, regulations, and obligations." It was moved by Commissioner Lisle, seconded by Commissioner McDonnell and unanimously approved that the minutes be accepted as amended.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Announced that the financial outlook for San Francisco Public Library is gloomy inasmuch as President Nixon's new budget is not allocating federal funds for the nation's libraries. The City Librarian has just returned from the American Library Association conference in Washington, D.C. which had workshops dealing with library legislation. A reduction in or loss of funding for the Library Services and Construction Act would eliminate three important SFPL programs: The Bay Area Reference Center (BARC); The Early Childhood Education Project; and The South-of-Market Library Services Project. These very important programs would be a great loss for SFPL, and local plans for use of General Revenue Sharing funds do not provide assistance for these library programs. Loss of federal funding might possibly mean discontinuance of the Neighborhood Youth Corps. Approximately 1,150 people attended the congressional luncheon, among them congressional representatives and aides. The City Librarian told the Commission of the amounts of Revenue Sharing which were received by Chicago, Dallas, and Detroit and advised that San Francisco will likely receive a pretty fair share of Revenue Sharing.

Several large libraries have converted to EDP and have discovered that 1/3 of the Main Library book collection is missing. Security measures were discussed in regard to this serious problem being experienced by all city libraries.

2. Will be going to Sacramento on February 16 to participate in discussions about work study scholarship program for minorities to attend library school.

3. Announced that a draft on library goals had been completed by the task force and as soon as the document is completed, it will be forwarded to the Commission.

4. The City Librarian turned the meeting over to Roberto Esteves to report on cable TV. Mr. Esteves informed the Commission that San Francisco Public Library is far ahead of other libraries in its study of the possibilities for the use of video and cable technologies for extending current library services. He asked that the Commission adopt the policy on Video/Cable Library Services. He announced that there will be a public hearing on cable TV in Las Vegas. Video and cable-casting library programs to television patrons can provide unique library services. Mr. Esteves will seek outside funds for this project. It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the policy as presented be approved.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CARGL E. MOSS

1. Mrs. Moss reminded the Commission that the Reading Fair is to be held at Commodore Stockton School on February 14, 1973. The library will have an exhibit and the Whole World will be on display. On March 14, the Library will have a joint program with the school Librarians and open house will be held in the branches on April 4.

2. Is now very involved in the operations of the Library and has been touring, with Mr. Ramirez, Chief of the Main, different departments learning the strengths and weaknesses. They have covered History, Literature, Children's Room, General Reference, and Special Collections. These tours have been very helpful and the Department Heads are to be complimented on their thoroughness and understanding of their departments.

3. Announced that the Ortega branch is now the Library's responsibility as the contractor's work is complete and the date for reopening for service is February 26. Celebration ceremonies will be announced at a later date.

SECRETARY'S REPORT
MR. GEORGE CERASI

Announced that, on January 31, 1973, the Commission approved, by telephone vote, an increase in the budget request for 1973/74. Mandatory fringe benefits for new personnel requests were not included in the budget document passed by the Commission on January 16, 1973. The total increase is $83,338 which changes the total budget request to $6,598,119 instead of the amount $6,514,781 passed by the Library Commission on January 16, 1973.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

1. Mrs. Norman Mundy informed the Commission that the new publication of the Friends, FREE, is a great success and that over 10,000 copies have been distributed. It will be distributed at the Reading Coalition Fair and a copy will be included in all books sold at the annual book sale.

2. Invited all to attend the Friends' annual election meeting to be held in the Commissioners' Room on February 21 at 4:30 P.M.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report from Commissioner Lisle. President Callanan informed the Commission that a suit has been filed against the Library to show cause why a writ of mandamus not be issued to move our Technical Services Department from the 45 Hyde Street building. The suit was filed by the Civil Service Association, Local 400, and the Librarians' Guild employees in that department. The order must be answered by February 13. President Callanan asked the Commissioners to attend a meeting to be held in City Attorney Thomas O'Connor's office at 10 A.M. on February 7 to discuss this matter.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the expenditures in the amount of $984.79 from the Fuhrman fund for the purchase of books for the month of January be accepted.

2. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #647

RESOLVED, that the Library Commission hereby authorizes the attendance of Even Brown and Reed Coats "Attitudes Affecting Blindness" symposium in San Francisco from February 15-17, 1973; their registration expenses to be paid out of State funds.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #650

RESOLVED, that the Library Commission hereby authorizes the attendance of Reed Coates to the University of California Extension-Santa Cruz Workshop "Library and Information Services for Prison Population" at San Jose, California, March 2-3, 1973; his registration expenses to be paid out of the regular library travel budget as travel funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #648

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

2. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #649

WHEREAS, Miss Bernice Cosgrove has been employed by the San Francisco Public Library for the past twenty-five years, and

WHEREAS, Miss Bernice Cosgrove is retiring as of March 1, 1973; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission recognizes and appreciates the excellent service that she has rendered to the citizens of San Francisco in the Registration Department, and, therefore, be it

FURTHER RESOLVED, that we join with the staff in wishing her many years of health and happiness in her retirement.

LIBRARY EXTENSION
COMMISSIONER STERN

Commissioner Stern announced the new hours for Ortega branch as follows:

Monday	10-6
Tuesday	10-9
Wednesday	10-9
Thursday	10-6
Friday	1-6
Saturday	10-6

It was properly moved and seconded and unanimously approved that the new hours for Ortega branch be accepted.

The new hours will increase library service from 45 to 51 hours per week. Mrs. Scannell, Chief of Branches, informed Commissioner Stern that the morning hours are used more frequently than evening hours. Commissioner Stern recommended that library volunteers be given some publicity in the Friends' publication "FREE" to show appreciation for their efforts in assisting the Ortega branch rehabilitation. She feels that due to limitations in budget approval, more volunteer workers will probably be needed. She commended the KQED salute to its volunteer help. Commissioner Stern expressed the hope that the Ortega branch opening ceremonies could take place during National Library Week.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER MCDONNELL

It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the Library's Public Relations Activities Report for the month of January be accepted.

Commissioner McDonnell commended the many fine programs for the month and announced that flyers were received from Miss Morris, Coordinator, Children's Services, announcing the many excellent activities being presented in all age groups.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER TOURNAHU

No report.

There being no further business to come before the Commission, the meeting was declared adjourned until Tuesday, March 6, 1973.

Respectfully submitted,

GEORGE CERASI, Secretary
San Francisco Public Library Commission

February 6, 1973

RESOLUTION NO. 648

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January, 1973, be approved:

1422 Jr. Clerk Typist
Phyllis Cooper
Gregory Gardner
Anthony Johnson
Sadie X. Turner

3602 PT Page
Fredric Chavez
Arthur Chin

3602 PT Page
Michael Filice
Leslie Kong
John Kung
Dewey Kwong
Donald Lee
Christina Logan
Paul Steinbroner
Robert Stewart

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist
Virginia Fries

3610 Library Assistant
Robert L. Jones

3618 Library Tech. Asst. II
Diane Newman

3602 PT Page
Ernest Alvarez
Joel Bierbaum
Anthony Ennon
Emory Filer
Robert Jackson
Karen Kwok
Ronald Stewart
Ivy Tsang

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

March 6, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, March 6, 1973 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Malone, McDonnell, and Stern. Excused: Commissioners Lisle and Tournahu.

It was moved by Commissioner Malone and seconded by Commissioner McDonnell that the minutes of the February meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Introduced Mr. William Emerson, President of the California Library Association, to the Commission.

2. Informed the Commission that an article appeared in the San Francisco Progress on February 28 featuring "George the Cat" who has been living at the Richmond Branch for about three years. Additional TV and radio publicity brought many letters and telephone calls urging that George be allowed to stay at Richmond Branch. George was given a reprieve with the stipulation that he behaves himself and Mrs. Moss nominated George, "Honorary Chairman of National Library Week".

3. Announced that two motions had been added to the Budget and Operation Committee: 1) approval of a supplemental budget request for one (1) 1404 Clerk, salary and related fringe benefits in the amount of $7,300, and 2) approval of supplemental budget request for renovation of branches through Revenue Sharing totaling $185,000.

4. Announced that BARC will receive $150,000 LSCA allocation. We are looking for alternate ways to fund Synergy, a BARC publication, as we have been requested to discontinue using BARC funds to print this publication. Commissioner Stern asked the City Librarian the total cost of publishing Synergy. He estimated the cost to be $18,000 including personnel.

   Proposals covering federal funds are due on March 16 and must be submitted before the next Commission Meeting. Programs being investigated under HEA Title II A & B are minority scholarship funds and institutes and workshops.

5. Passed around back-up budget document which includes a profile of each branch library and much material on the internal operation of the library. The City Librarian complimented the staff for the excellent material they compiled.

6. Reported that the court hearing on the Technical Services Department quarters has been delayed until March 21 at 2:00 p.m. in Judge Brown's court.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Announced that the Ortega branch library opened for service on February 26. All reports indicate that things are running very smoothly. There were 2,923 volumes checked out and 333 requests for library application cards. The Assistant City Librarian complimented the staff at Ortega and Mrs. Scannell, Chief of Branches, in getting the library ready for service and for their work with the members of the community. Flyers are being prepared to announce the official opening ceremony which will take place on April 7, 1973 at 2:00 p.m..

2. The Library's participation in the Reading Coalition was quite successful. The Library's exhibits were extremely well done and the Whole World attracted a great deal of attention. Commended the staff of O.A.S. and O.C.S. for their participation in this eight-week series of events. The joint program with the school librarians will be held on March 14 and open house will be held in the branches on April 4.

3. Announced that there will not be an administrative intern from the University of San Francisco this semester, but perhaps we will have one at a later date.

SECRETARY'S REPORT
MR. GEORGE CERASI

Read a letter from Thomas Scanlon, City Treasurer, announcing that a $5,000 matured U. S. Treasury Bond, Series 1967-72, 2-1/2% matured and is redeemable after December 15, 1972. It is to be used for the benefit of the Alfred Fuhrman Bequest Fund and upon investigation by the Treasurer's Office, a suitable replacement, recommended and available from the Bank of America, another U.S. Treasury, Series 1973-76 due August 15, 1976 with a coupon rate of 6-1/2%. He asked the decision of the Commission on the recommendation or such other alternatives as it may see fit to investigate to best utilize the funds in carrying out the purposes of the Fuhrman Bequest.

Commissioner Stern recommended that in order to obtain maximum return from these funds, a Friends Advisory Committee should be formed made up of people who are specialists in investment.

Commissioner Malone suggested that the matter be turned over to the Budget and Operation Committee and that a Friends Committee be set up to discuss the disbursement of these funds. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Friends confer with the Budget and Operation Committee for this purpose.

It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the Administrative Reports be accepted as submitted.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David K. Yamakawa, Jr., Vice-President of the Friends, expressed his great pleasure for the opportunity to address the Commission on behalf of the Friends. He announced that the Friends, on February 4, 1973, had adopted a statement of goals for the next five years and that this was the first time the Friends had done this. This document clearly states the purposes of the Friends, which is to build community support for the Library, and to help the Library attain its purpose of serving the people of San Francisco. The goals are broken down in five categories:

    1) Membership, the five year goal is to reach a membership of 5,000..

    2) New projects, many new projects planned for the benefit of the Library.

    3) Neighborhood Development, develop Friends in neighborhoods.

    4). Financial Resources, increase and diversify our sources of revenue.

    5). Staff Relations, maintain a high level of co-operation with the Staff, Administration and Commission of the Library.

2. He announced that the following officers were elected on February 21, 1973:

President	Miss Mary Louise Stong
Vice-President	Allison J. McNay
Vice-President	Richard W. Reinhardt
Vice-President	David K. Yamakawa, Jr.
Secretary	Mrs. Harry Weinstein
Treasurer	E. Peter Helms

3. National Library Week has been scheduled from April 8 to April 14 the same as Public Schools Week. They have approached the schools for joint cooperation for publicity. Imogen. Cunningham, who will celebrate her 90th birthday during the week, will be honorary chairwoman of National Library Week.

4. The Friends wish to present, with the Commission's permission, a symbolic gift to the Ortega Branch Library at the opening ceremony on April 7.

Commissioner Malone congratulated Mr. Yamakawa for his excellent presentation.

Miss Mary Louise Stong speaking for Keep Libraries Alive, displayed a headline in the Wall Street Journal about library financing being in jeopardy due to the President's cutting library funding out of the budget. The report of the National Commission on Libraries and Information Science recommends studying the needs of the library and finding an approach to the solution of the problems of financing libraries.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

The court hearing on the Technical Services Department quarters has been delayed until March 21 at 2:00 p.m..

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $1,126.72 for the month of February be accepted.

2. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #651

RESOLVED, that the Library Commission hereby authorizes the attendance of Christina Gee, Faith Van Liere, and Hiroshi Kashiwagi to the workshop on "Formal and Informal Sources of Federal, State, and Local Government Information" in San Francisco on March 24, 1973; their registration expenses to be paid out of state funds.

3. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #652

RESOLVED, that the Library Commission hereby authorizes the attendance of Carol Brown, Peggy O'Donnell, Roberto Esteves, and Gilbert McNamee to the workshop on "Formal and Informal Sources of Federal, State, and Local Government Information" in San Francisco on March 24, 1973; their registration expenses to be paid out of Bay Area Reference Center funds.

4. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #653

RESOLVED, that the Library Commission hereby authorizes the reimbursement of expenses to Linda Crismond for attendance at the presentation of library automation systems at Orange, California on February 20, 1973; her expenses to be paid out of state funds.

5. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be aodpted:

RESOLUTION #655

RESOLVED, that the Library Commission hereby authorizes the attendance of Margaret Jehu at the University of California-Santa Cruz conference on "Women in Management: Special Problems and New Roles" in Santa Cruz, March 15-18, 1973; her expenses to be paid out of state funds.

6. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #655

RESOLVED, that the Library Commission hereby authorizes the attendance of John Fetros at the meeting of the Western Association of Map Libraries in Ashland, Oregon on March 28-30, 1973; his transportation expenses to be paid out of state funds.

7. It was moved by Commissioner Day and seconded by Commissioner Malone that the Library Commission approves the supplemental budget request for renovation of branches through Revenue Sharing totaling $185,000. This request to be submitted for $55,000 for building construction at Chinatown and Mission branches, $10,000 painting at Richmond, and $75,000 for public toilet construction at various branches by the Public Works Department; and $45,000 for furniture and equipment in the Library supplemental budget request. Motion carried.

8. It was moved by Commissioner Day and seconded by Commissioner Stern that the Library Commission approves the Supplemental Budget Request for One (1) 1404 Clerk, salary and related fringe benefits in the amount of $7,300. Motion carried.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #654

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

2. Commissioner Malone announced that the Personnel and Staff Relations Committee will meet with the Children's Librarians Committee on March 22 at 10:30 a.m. in the City Librarian's office. He asked Miss Morris, Coordinator of Children's Services, to notify the Children's Librarians Committee of this meeting.

LIBRARY EXTENSION
COMMISSIONER STERN

Commissioner Stern is very excited about the reopening of the Ortega Branch Library and is very pleased that the branch looks so lovely. The Community is very appreciative that the library looks so attractive and is such a pleasure to visit. Barry Adler gave names of people who will participate in the opening day ceremonies.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER McDONNELL

It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the Library's Public Relations Activities Report for the month of February 1973 be accepted.

Commissioner McDonnell told the Commission that in addition to the flyers displayed on the bulletin board announcing the many fine programs for adults, he had received flyers from Miss Morris' Office of Children's Services announcing the many excellent programs for children celebrating the various holidays such as Valentine's Day and Washington's birthday. He complimented the staff in both adult and children's departments for their consistently fine programs.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER TOURNAHU

No report.

OTHER BUSINESS

1. The Commission heard presentations on behalf of the Committee of Black Librarians by Michael Tobriner (Employment Law Center) and Benjamin Criswell (NAACP). Mr. Tobriner charged that due to oral examinations and the fact that tests are sporadically given and not nationally advertised that minority professionals are not able to advance to top positions. He also charged that the Library is 10% behind other City agencies with only eight Black professionals. He recommended that the Library formally adopt an Affirmative Action Employment and Service Plan; such a plan to include: 1) Hiring and Promotion; 2) Recruitment; 3) Working Conditions and Training; 4) Service to Minorities Communities; 5) Joint Affirmative Action Committee. Mr. Tobriner gave a copy of a Statement of Committee of Black Librarians to each Commissioner. The City Librarian advised that there were eleven minority professionals and that the Library had 6.9%Black Librarians, one percent behind the City's 7.9% for Black professionals according to statistics he has received from the Human Rights Commission. He also related his disappointment in the infrequency of Civil Service examinations and hoped the situation would improve in the near future. He stated that Merced and Mission Branches, although Merced is not a multi-racial community, are headed by Black Librarians.

Mr. Benjamin Criswell charged that white librarians are not as polite to Blacks as they should be and that black librarians are harassed on the job. After much discussion, the Commission agreed to the suggestion that a Special Joint Committee on Affirmative Action be established. General makeup will be two Commissioners, three Committee of Black Librarians members, NAACP representative, non-professional library staff member, the City Librarian, Assistant City Librarian, and Personnel Officer. President Callanan commented that as an administrative aide for five years to the State Fair Employment Practices Commission, he was aware of the need for strong affirmative action programs and will participate in such a program himself.

2. The City Librarian passed around a letter to the Commission pertaining to suggested rules of procedures for handling Personnel and Administrative matters. A letter from City Attorney, Thomas M. O'Connor stated that the Library Commission may establish procedures for the conduct of personnel and administrative matters and once they are adopted the Commission can then require adherence to them.

Commissioner McDonnell stated that heretofore the Commission did not have a clear set of rules to follow and emphasized that the Library cannot set up rules which would bypass the Chief Administrative Officer. He urged study of the suggested rules for adoption at the next Commission meeting.

There being no further business to come before the Commission, the meeting was declared adjourned until Tuesday, April 3, 1973 at 3:30 p.m.

Respectfully submitted

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

March 6, 1973

RESOLUTION NO. 654

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1973, be approved:

1422 Jr. Clerk Typist
Phyllis Cooper

3602 PT Page
Morris Hodges
Patrick Kennedy
Bruce Lerro
Regine Milber
David Poe

3602 PT Page
Josette Romano
David Salazar
Jane Taylor
Patsy Williams

3610 Lib. Asst. (Half-time)
Robert Davis

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
David Del Rosso
Terry Dunbar
Gwen Evans
Carolyn Henderson

3602 PT Page
Nancy Howell
Curtis Lavery
Robert Louie
Alan Sarraga
Paul Steinbroner

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

April 3, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, April 3, 1973 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, McDonnell, Stern, and Tournahu. Excused: Commissioner Day.

It was moved by Commissioner Lisle, & seconded by Commissioner McDonnell, that the minutes of the March meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Called on Mr. Ramirez, Chief of the Main Library, to introduce Miss Kay Schmulowitz to the Commission. Miss Schmulowitz is the sister of the late Nat Schmulowitz, benefactor of SCOWAH (Schmulowitz collection on wit and humor) and former Library Commissioner. Some of the collection is on display in Phelan Hall of the Main Library. Mr. Ramirez also introduced Mr. Kenneth Ball, who is interested in the collection. President Callanan welcomed the guests and announced the Commission was proud to be honored by their presence.

2. The City Librarian then called on Roberto Esteves, Coordinator of the Cable TV Task Force. Mr. Esteves will present suggestions on revision of the Cable TV franchise to the Board of Supervisors for their approval. The Library has requested designation as the Municipal Video Access Center to help other city agencies prepare programming for the "local government access channel". The Library would: 1) Provide workshops on use video and cable communications; 2) Provide staff and equipment for the production of videotapes by San Francisco officials and muncipal agencies; and 3) Compile supportive documents and disseminate

experimental programming. We would request 2% of the Cable Franchise Fee for such a program. There is also the possibility that one or more of the Library Branches might be used as Community Video Access Centers. In answer to Commissioner Stern's question as to the amount of space the center would need, Mr. Esteves informed the Commission that it would not require a vast area, but that the exact location has not yet been designated. There will be a public hearing on Tuesday, April 10 by the Government Services Committee of the Board of Supervisors.

3. A decision is pending on the Technical Services quarters improvement court case. The Union lawyer was asked to draw up a court order for Judge Brown. A letter of advice was received from Thomas O'Connor, City Attorney. The City Librarian talked with John Deluca to determine what should be done. We are endeavoring to move the printing operation into the Main as soon as a suitable location is found. This would alleviate some of the overcrowded conditions. We asked the Department of Public Works to make an estimate on the cost of correcting the ventilation problem which totaled $14,500. This item was included in the Planning Commission Capital Improvement priority and was listed as"Priority C". This will probably call for some budget action which will be presented to the Commission for approval as soon as we are advised, by the Mayor's Office, as to the correct procedure.

4. Announced that State PLSA funds in the amount of $18,272 are allocated to San Francisco Public Library for 1973/74. This represents a $772 increase over this past year's allocation.

5. The City Librarian spent considerable time attending legislative conferences in Sacramento about augmentation of the State Library budget for $334,000 and $2,533,000 for Public Library Services Act funds. In order to receive increased funding, it appears that a necessary priority is to get a management/service study of the State Library and the public library systems. The Legislature is asking for comparative facts which are not, at the present time, available.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Announced that the Ortega Branch reopening ceremony would take place Saturday afternoon, April 7, which is a regular business day for the library. Displayed a flyer which was received from the printer and commended Mr. Belch and the printer for their work. The Ortega reopening and National Library Week will be celebrated simultaneously.

2. Announced that three students from the U.C.-Berkeley School of Librarianship will begin a project which will develop a printer index of the Grabhorn Collection. As this is a much used collection, their work will be very helpful. Commissioner Stern suggested that a letter of thanks be sent to Andrew Hoyem, who arranged the project.

3. Introduced Miss Effie Lee Morris, Coordinator, Children's Services, who reviewed the activities of her department. She announced that the Early Childhood Education project is well underway and described the overwhelming response that has developed for Dial-A-Story and showed the Commission the attractive flyers which were printed publicizing this new service. Newspaper and radio coverage has been good and KNBC-TV in Los Angeles gave it coverage in a news story The line is continuously busy as adults seem to be as much intrigued by the storytelling as the children. She told of the meeting with parents at Valencia Gardens, Ping Yuen, and Western Addition projects by Miss Cheryl Watson and the library's participation in the Reading Coalition on March 14 at Paul Revere School in cooperation with the school librarians. Mrs. Geistlinger, Mrs. Ruth, Miss Watson, and Miss Hult represented the public library. Miss Morris told of the storytelling on Listen and Imagine, station KALW 91.7 F.M..

SECRETARY'S REPORT
MR. GEORGE CERASI

Announced that the Western Addition Branch Library will be closed for about three weeks for complete replacement of the tile floor. The Department of Public Works will install a new floor and because of this unexpected emergency, the new lighting we asked for at this branch will have to be deferred.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David Yamakawa, Vice-President of the Friends, announced that the Friends' Book Sale was not as successful as last year's sale. There was a $2,000 difference in the net profit. Mr. Yamakawa feels that the quality of the books was not up to par and Commissioner Stern felt that the raim may have discouraged many would-be buyers.

2. The Friends publication Free is near the closing of six months of publication and Barbara Cohen was announced as the new editor. Reading is FUNdamental is winding up its second year and Mr. Yamakawa invited anyone with new ideas to refer them to the Friends' office.

Mrs. Grace Macduff, speaking for Keep Libraries Alive, told the Commission that KLA is now getting statewide acclaim. They will continue in their efforts to get people to lobby for more funds. Mrs. Macduff, Mr. Yamakawa, and Miss Stong attended the Mayor's budget hearing on the evening of March 20. Special emphasis was given to staff needs, equipment, and materials. Miss Stong told of the need for the Library to determine the funding level of periodicals, A-V materials, etc. Mrs. Macduff invited all present to lend their support to the budget by mailing the post cards which she had left on the table for distribution. Commissioner Stern commented that Supervisor Mendelsohn and his wife attended the Friends' annual book sale.

President Callanan thanked the Friends for the fine report and for their efforts in making the book sale a success.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $1,094.31 for the month of March be accepted.

2. It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #657

RESOLVED, that the Library Commission hereby authorizes the attendance of ten children's librarians at the Association of Children's Librarians Institute on storytelling in Saratoga, California to be held on May 10, 1973; their registration expenses to be paid out of State funds.

3. It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #659

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee and Sonia Cole to the information systems meeting with the San Joaquin Library System in Fresno, California on April 24, 1973; their expenses to be paid out of Bay Area Center funds.

4. It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #660

RESOLVED, that the Library Commission hereby authorizes the attendance of Reed coats to the Friends of California Libraries workshop on Library Volunteers on April 4, 1973 in San Jose, California; his registration expenses to be paid out of the regular travel budget as travel funds permit.

5. It was moved by Commissioner Lisle, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #661

RESOLVED, that the San Francisco Public Library Commission hereby approves a request to reappropriate surplus of $14,700 from Retirement Allowance Appropriation to offset deficits in the following appropriations: Contractual Services, $7,000 (Telephone, $4,000; postage, $3,000); Material and Supplies, $7,700 (Printing supplies, $200; Photographic supplies, $500; Catalog cards, $1,000; Binding material, $500; Office supplies, $5,000; Cleaning supplies; $200; Toiletries, $300).

6. It was moved by Commissioner McDonnell, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #662

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves and James Shugart to the "Programming for Cable Television" conference at UC-Berkeley on May 5, 1973; their registration expenses to be paid out of the regular travel budget as travel funds permit.

7. It was moved by Commissioner Lisle, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #663

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves, Bonnie Thoreen, and Peggy O'Donnell to the"Videotape Workshop" at UC-Berkeley from May 19-27, 1973; their registration expenses to be paid out of Bay Area Reference Center funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #658

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

LIBRARY EXTENSION
COMMISSIONER STERN

Commissioner Stern commended the fine program which was prepared for the reopening ceremony at Ortega Branch and the many events which are planned for National Library Week. She urged all to attend the Series of Programs for Book Lovers entitled Bibliomania. As she feels there might be an overflow crowd, she asked about the possibility of having loudspeakers installed in the Children's Room.

Commissioner Stern announced that many fine activities were planned for National Library Week and urged all to attend.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the Library's Public Relations Activities Report for the month of March be accepted.

2. Commissioner McDonnell congratulated the Friends for their fine job on the annual book sale and stated there was much newspaper and TV coverage. He also mentioned that the library has been getting good publicity in the last month. He again commended the fine adult and children's programs in March and drew the Commission's attention to the many attractive flyers announcing same.

President Callanan announced to the Commission that Commissioner McDonnell is the chairman of the Affirmative Action Committee and asked him to make a progress report to the Commission. Commissioner McDonnell stated that two meetings were held and that this Committee will meet the first and third Thursdays of each month at 10:00 a.m. in the Commissioners' Room. He also suggested that other minorities should be represented on the Committee. As of the second meeting held March 29 five new members of Asian and Hispanic descent were added, and the Friends have sent a rep-

resentative. Three sub-committees were requested, they are: 1) Recruitment; 2) Civil Service; 3) Study Courses on racism. Our April 5th meeting was cancelled due to insufficient time to accomplish work between meetings. The next meeting will be held on April 19. Commissioner Callanan added that the meetings are held in the spirit of cooperation and expressed his hopes that the Committee will bring about better communication.

COMMUNICATIONS

FROM: Robert J. Dolan, Clerk of the Board of Supervisors, stating that the Planning and Development Committee is desirous of knowing whether the Library has plans for a library within the Diamond Heights Approved Redevelopment Project Area (Parcel Q-1).

A suggested letter from President Callanan was read stating that in 1962 the Library Commission adopted a policy on the construction of branch libraries which would restrict construction of additional branches to those locations having 35,000 population or more within a one mile radius. In 1963, the Commission took further action which withdrew interest in building a library on the above mentioned parcel. The matter has been constantly reviewed over the past ten years and there is no new evidence for a change in the Commission policy. We understand that when Diamond Heights is fully developed, approximately 9,000 will be living in the area and there are three libraries (Glen Park, Noe Valley, and West Portal branches) within a short distance. The Library has no plans to build a library in Diamond Heights and the parcel should be released for other uses. The letter was approved.'

The City Librarian gave each of the Commissioners a letter addressed to Supervisor von Beroldingen concerning library service hours. Commissioner Stern called the Commission's attention to the attractive poster Libraries Keep the World Alive slogan for National Library Week - April 7 - 14, 1973

There being no further business to come before the Commission, the meeting was declared adjourned until May 1, 1973 at 3:30 p.m.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

April 3, 1973

RESOLUTION NO. 658

RESOLVED that the following non-Civil Service, temporary, and recertification of temporary appointments which have been made by the City Librarian for the month of March, 1973, be approved:

1424 Clerk Typist
Michael Brady
Jerry D. Thomas

3602 PT Page
Kathleen Bourne
Franklin Heynemann
Belinda Leung

3602 PT Page
Peter Ross
Chizuru Takenaka

3616 Lib. Tech. Asst. II
Judith Harms

3630 Librarian I
John Straight

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Bernard Chan
Debra Franklin
Gerda Ruppert

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

May 1, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, May 1, 1973 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Malone, McDonnell, and Stern. Excused: Commissioners Day, Lisle, and Tournahu.

It was moved by Commissioner Malone and seconded by Commissioner McDonnell that the minutes of the April meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Announced that the budgest request public hearing was held on April 23 and the Friends and Keep Libraries Alive represented the Library. Theodore Seton, past President of the Friends, gave the presentation for the Friends and Grace Macduff spoke on behalf of KLA. Our thanks to them for their fine job. Supervisor Francois raised the question of racism problems in the Library and indicated pleasure upon learning that the Library is working with the Human Rights Commission and has an Affirmative Action Committee. A budget proposal for $50,000 to install alarm protection systems in all branch libraries was deleted during the City's budget process, and the Finance Committee requested that the City Librarian present a request to the Mayor for a $50,000 Supplemental Appropriation, to come out of Revenue Sharing. The supplemental has been submitted and is now in Mr. Grubb's office. Proposals for new programs (handicapped; security; Sunday hours; audio-visual services; EDP expansion; etc.) were deleted. Budget cuts by the Mayor's office includes reduction of some accounts below the present operating level (rent; alarm systems; etc.)

2. Reported that until we are notified by either John DeLuca's office or City Attorney's office on what procedures to use, we cannot take any action on correcting the conditions at 45 Hyde Street, Library annex. Mrs. Moss advised that all possible locations are being explored in which to move the printing operation.

3. Mr. Anderson reported on recent legislative activities by Miss Stong and himself. Both persons appeared before the Senate Finance Committee on April 23 and requested augmentation of the State Library budget

Miss Stong also distributed a presentation of charts and data compiled by Keep Libraries Alive. Difficulties are being encountered on the executive level with the President indicating that library development is a state and local matter and the Governor indicating that it is a local matter.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Announced that the Library is participating in a steno-trainee program and that five young ladies are working in various offices. The trainees are spending four hours at school and four hours on-the-job training. Their help is a great advantage for us as well as constructive training for them.

2. Continuing to work as closely as possible for procedural improvements in the Technical Services Department. The output of volumes is increasing and the technical services staff has been a tremendous help. The Assistant City Librarian will make progress reports as time goes on. She thanked Mr. Cerasi for his help in getting small painting jobs done which has improved the appearance of this department.

3. Announced that lights are going out in libraries all across the United States at noon, May 8, to dramatize the financial plight of our libraries. Requested that the lights be turned off in all San Francisco Public Library facilities for five minutes during which time, the staff will distribute to all patrons, a bookmark which briefly explains the problem and asks them to write to the appropriate officials. Commissioner Stern commented that citizen participation is very effective and moved for approval of the lights being dimmed in all SFPL facilities at noon on May 8. The motion was seconded by Commissioner Malone and unanimously approved.

3. Mrs. Moss called the Commission's attention to the annual Summer Reading Program packet which was placed in each folder and to the program celebrating Cinco De Mayo at the Mission Branch.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. On April 25, 1973, the following resolution was unanimously approved by telephone vote, and reaffirmed by the Commissioners of the San Francisco Public Library:

RESOLUTION #664

RESOLVED, that the San Francisco Public Library Commission hereby approves

a request for Supplemental Appropriation of $50,000 from General Revenue Sharing funds for installation and first year operation of electronic security systems in 25 branch libraries.

2. The beautiful new floor installation is completed at Western Addition Branch. Staff is now busy putting equipment back in place, cleaning, and placing books back on the shelves. The Library will be opened as scheduled on Monday, May 7, 1973.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David Yamakawa reported that the most significant event in the Library was the celebration of National Library Week and that Honorary Chairwoman, Imogen Cunningham, appeared at the Ortega Branch Reopening Celebration and the Friday night film program. The reason the Friends feel National Library Week is so important is that this event features the library services and its potential to the Community and can raise awareness of the importance of the Library to the community.

2. After being reviewed by the Friends' Board, its publication Free has proved its worth and will be extended. This publication costs approximately $1,000 per month and the Friends are exploring the possibility of getting business throughout the city to sponsor it.

3. Mr. Yamakawa extended an invitation to the Commission to attend the reception in honor of the 25th anniversary of Israel to be held in the Special Collections Department, Main Library on Wednesday, May 2.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, an unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $13,280.40 for the month of April be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #666

RESOLVED, that the Library Commission hereby authorizes the City Librarian to take appropriate steps to expedite the improvement of conditions in the Technical Services operation housed in the Library annex, 45 Hyde Street, ground floor. This includes but is not limited to the installation of fresh air supply and exhaust ventilation systems and moving of the printing section and its related activities from the annex to the Main Library basement.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #665

Approval, non Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

2. Commissioner Malone reported that his committee spent a considerable amount of time in the matter of the petition to support a separate Civil Service classification for Children's Librarians. In order to find out generally what a reaction might be and to find out how this matter has been habdled around the United States, Commissioner Malone asked the City Librarian to contact other libraries and following are excerpts from correspondence regarding Children's Librarian Classification:

Houston

"We do not have a separate classification for children's librarian...we feel that a special title for a job is too restrictive and limiting both to the library and incumbent...we feel librarians should generally be qualified to fill any position."

Los Angeles

"Our experience has been that those who do not have the educational background in children's work can be trained and are able to handle children's

work." Los Angeles does not have a specialist classification and neither the administration nor the Civil Service department are in favor of it.

Contra Costa County

"Children's Librarians in our branches are included in the general classification of Librarian I.... All librarians in branch facilities, even though assigned to a specific age level service, are expected to assist in serving all patrons as the need arises and do so.... Experience has shown that many of those coming to us directly from library school are not ready or able to make a decision on such specialization."

Philadelphia

"We do not have a separate classication of children's librarians until they reach the Librarian III level at which point special examinations are given....We have under discussion a new classification scheme proposed by the city personnel department....introduces age level specialists and reference specialists at the new Librarian II level. This recommendation is highly controversial among our senior staff....Our Coordinators are of the opinion that they tend to limit opportunities for children's or other age level specialists to be promoted to Branch Librarian ranks... age level specialists are a cause of concern. There is a tendency to fragment community relations activities at a time when full mobilization of all public service staff members is needed....The problem occurs when the Coordinators act in line capacity with the public service staff and conflicts may arise as to scheduling difficulties and work loads. Coordinators perform extremely well in a line capacity regarding book selection but they tend to duplicate effort or leave glaring gaps when mandating programs and community activities to be carried out at the Librarian I and II levels. Specialties can sometimes become overly cherished. We need community specialists who can work on all levels at a given time in order to meet community needs spontaneously."

King County (Washington)

"I would regret any specialized classifications which would lock anyone into the narrowed field of work. It could restrict the promotability of the employee."

Cleveland

"We do not have a separate classification for Children's librarians.... Children's librarians are not prevented from serving adults and vice-versa. In several branches with limited staff, the children's librarian is in charge when the branch librarian is away either for vacation, meetings, dinner hours, etc.... We try not to fill a children's librarian

position with other than a trained children's specialist; however, some agencies have "acting" children's librarians -- usually experienced pre-professional assistants or assistants with some teacher training...very difficult to recruit minority children's librarians."

San Diego

"We have no separate Children's Librarian classification and would not want one... I cannot see the Children's Librarian as a special privileged class... Yes, Children's Librarians serve the whole public... We recognize that Library Schools do produce people who have specialties in children's work, but it is the whole education which we really judge."

Oakland

"We do not have a separate classification for children's librarians or any other specialty...we have no plans or desires to establish such classes... We did have such classifications in the past and found that it restricted us too much. We had to have more civil service examinations, one for each class; and it prevented staff members who wished to transfer to branch or reference librarian, or vice-versa, from doing so without waiting for an examination in that specialty to be given. We have only four children's librarians in the branches. Each of them covers several branches."

Dallas

"The Librarian Career Series does not classify librarians by specialty... We consider this [children's librarians serving adult and vice-versa] essential not only for scheduling purposes, but to develop versatility in our staff. Also, the patron expects "service" and does not care which librarian serves him... It seems to me that the whole question of service to children in this day and age is under close scrutiny, just as young adult service was a few years ago. Recognizing the radical changes that have occurred in young adult service as a result of such study, I would opt for as much flexibility as possible with a professional Career Series."

District of Columbia

"Children's librarians are not classified as specialists. Professional librarians are considered capable of working in any functional specialization. Their specialized knowledge is developed on-the-job experience and by in-house training in juvenile book selection, children's literature, storytelling, etc... Children;s librarian may substitute as assigned in the Adult Section in the absence of the Adult Readers Adviser or vice-versa..

We appoint professional librarians as Children's Librarians without requiring further qualifications or specialization, even if an applicant with particular specialization or experience may be preferred. Our librarians can move from one area of functional specialization to another depending upon the staffing needs of the library and the interests of staff members. We find this an advantage and that it provides the staff with greater chances for development and upward mobility... I do not know of any system that is under a Civil Service Classification system with a separate class for its Children's Librarians. It would be hard to conceive of one with the present classification standards."

Seattle

"We do not have a separate classification for Children's librarians, nor for any other subject specialization... I see some very real problems in establishing specialist classifications in a library organized along subject departmental lines... I would regard children's work as specialization but not more so than work of a cataloger, a music librarian, or the librarian in charge of genealogical collections... Our Superintendent of work with children tells me that she would prefer filling a vacant Children's librarian position with a qualified librarian without training in children's work rather than leave it vacant. Our procedure would be to immediately initiate a period of in-service training in children's work in such a circumstance."

San Mateo County

"The only separate class for Children's Librarian is that for supervising librarian...all other Children's Librarians are under the general class Librarian I or Librarian II... Children's Librarians are expected to serve adults in their assignment and are occasionally scheduled for specific blocks of time on the reference desk. Other librarians are not prevented from serving children when there is a need for such assistance due to staff shortages."

St. Louis

"We use only job descriptions differentiating children's librarian position for other librarian positions of like grade... Flexibility in use of a staff member is required in our system."

New York Public

"...in branches an effort is made to schedule children's librarians primarily in the Children's Room. Librarians of other specialties help

out as needed. Children's librarians, however, are called upon to work in other areas to help cover meal periods and evening schedules. There are times when, due to a shortage of fully qualified children's librarians, a trainee or librarian who has expressed an interest in children's work fills the position on an acting basis. We have children's librarians who are branch librarians and still perform children's work. Requirements relate to the level of the librarian position and not to the specialty."

It was agreed by the Personnel and Staff Relations Committee that support for separate Civil Service Classification for Children's Librarians could not be granted but the Committee will support budget increases for additional Children's Librarians. However, the Committee recommends that each oral board have a Children's Librarian. It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that this recommendation be accepted.

LIBRARY EXTENSION
COMMISSIONER DAY

No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER TOURNAHU

It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the Library's Public Relations Activities Report for the month of April be accepted.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

No report.

AFFIRMATIVE ACTION

Commissioner McDonnell reported that the Affirmative Action Committee met on Thursday, April 19. There was a great deal of discussion about structure and procedures. It was recommended that the Recruitment Subcommittee be selected in a democratic manner. After a discussion about goals and quotas, the following statement was adopted by Consensus:

"The Special Committee on Affirmative Action recommends to the Library Commission that the Affirmative Action policy of the Civil Service Commission be implemented in respect to the employment of people in the San Francisco Public Library to reflect the proportion of each class of people to the ethnic proportion of the population."

It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that this statement be adopted by the Library Commission.

Commissioner Stern reported that the Recruitment Subcommittee is trying to bring about better communication to clarify technicalities. It is strongly recommended that all future boards dealing with any of the librarian classes be composed of two minority members representing various ethnic backgrounds. Further, the Recruitment Subcommittee strongly recommends that, when the Library furnishes the names of prospective oral board members, the Library designate the individuals' ethnic origin.

In addition, the Subcommittee strongly recommends that for the 3630 Librarian I examination, in accordance with Section 8.321 of the Charter, the Civil Service Commission determine that only the top ten persons shall constitute the list of eligibles. This is recommended in order that the Library may have several Librarian I examinations each year in order to obtain persons of various ethnic backgrounds. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the Commission take affirmative action steps which request the Civil Service Commission to have:

- Each three-person oral board contain two minorities. (Recruitment Subcommittee of Special Committee on Affirmative Action request.)

- Each oral board have a Children's Librarian. (Children's Librarians' request.)

- Each oral board utilize a Librarian II or Librarian III as a panel member. (Librarians' Guild request.)

- A list of minority staff members eligible for oral board service. (Recruitment Subcommittee request.)

Commissioner Stern was chosen as a representative of the Commission to meet with Mr. Orsi, General Manager of Civil Service and make these recommendations

OTHER BUSINESS

Commissioner McDonnell recommended that Resolution #664 be amended to read as follows:

WHEREAS, with at least culpable ignorance, the Administrative Assistant for the Budget deleted from the budget $50,000 for the protection of the property and assets of 25 branch libraries requested by the Commission and designated as a top priority, therefore, be it

RESOLVED, that the San Francisco Public Library Commission hereby approves a request for Supplemental Appropriation of $50,000 from General Revenue Sharing funds for installation and first year operation of electronic security systems in 25 branch libraries.

This recommendation was seconded by Commissioner Malone, and unanimously approved.

President Callanan announced new Committee Chairmen as follows:

- Budget and Operations - Commissioner McDonnell
- Personnel and Staff Relations - Commissioner Malone
- Community Affairs - Commissioner Tournahu
- Main Library - Commissioner Lisle
- Library Extension - Commissioner Day
- Library Resources - Commissioner Stern

President Callanan announced that the Library Commission will recess in the month of August. Next regular meeting to be held on June 5, 1973 at 3:30 p.m. in the Commissioners' Room, third floor, Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

May 1, 1973

RESOLUTION NO. 665

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April, 1973, be approved:

3602 FT Page
Terry Marshall

3602 PT Page
Edward Bianchi
Olivia Brown
Sylvia Correro
Teresa Fung
Joseph Greven
Robert Mickowski
Jay Reif

3610 Library Asst.
Frank V. Davis
Alvin R. Lewis

3630 Librarian I
Beth Zumsteg

7416 Book Repairer
Sylvia Hughes

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1444 Clerk Stenographer
Sadie X. Turner

3602 PT Page
Paul Gonzales

3602 PT Page
John Kung
Bruce Lerro
Wang Kay Li
Deborah Sullivan

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

June 5, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, June 5, 1973 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Malone, Stern, and Tournahu. Excused: Commissioners Day, Lisle, and McDonnell.

It was moved by Commissioner Malone and seconded by Commissioner Stern that the minutes of the May meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Gave each Commissioner a copy of a letter from Harvey M. Rose, Budget Analyst, Board of Supervisors, advising that his Committee will begin a management audit of the library on June 11, 1973. A review of the Departmental operations and procedures will be made and will serve as the basis of any recommendations for promotion of added efficiency and economy.

2. Asked the Commission;s approval of Resolution #671 which deals with Minority recruitment and scholarships. Suggestions and provisions were discussed at Friday meeting by special committee and subcommittee on recruitment. As soon as the final draft is published, it will be forwarded to the State as required.

3. Both Mr. Anderson and Miss Stong are continuing to lobby for additional funds to increase library services. Many difficulties are being encountered. Items 302 and 310 were augmented by $40,000 and $550,000 respectively by the Assembly, but they included no funds for a study of library systems. The budget was not augmented by the Senate so the outcome will be decided by a joint budget committee.

   Mr. Anderson spoke about recent efforts to fashion cooperative programs between libraries. He is part of a Task Force of a conference of college presidents in Northern California seeking ways to effect inter-institutional and inter-segmental cooperation. This Task Force met on May 31 and will write a recommendation on June 14. Also on June 14 Mr. Anderson will attend the meeting of the Ad Hoc Committee on Sharing of the San Francisco Consortium.

4. Will be in Long Beach on June 7 to attend a meeting on funding of single system libraries. Due to this meeting, the Affirmative Action Committee meeting has been rescheduled until June 13, Wednesday, at 10:00 a.m. in the Commissioners' Room, Main Library

5. No word has been received on Court order for Technical Services.

6. The Grand Jury for 1973 will be paying its first visit on June 14.

7. The City Librarian announced that he was pleased but not satisfied with the budget increase for fiscal 1973/74. There is a crucial need for additional staff; the only positions granted were 1 guard and clerk typist, but he stated that the salary increases were granted with most of the library personnel receiving a 7-1/2% increase. Two other capital improvement items have been located elsewhere in the new budget: reconstruction of the freight elevator; and reconstruction of the Main Library public men's toilet. Mission and Chinatown Branches will be refurbished; Richmond Branch will be repainted; Anza, Bernal, and Potrero Branches will be relighted; and public toilets will be constructed in several branches. There will be installation of a photographic circulation system.

Commissioner Stern expressed the hope that the Affirmative Action Committee could adhere to the first and third Thursdays schedule in the future. The City Librarian informed the Commission that the coalition of minority groups needed more time to prepare a statement dealing with suggestions to restructure the Committee and asked for the first rescheduling and due to the importance of the Long Beach meeting, Mr. Anderson asked for a week's postponement of the June 7 meeting.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Mrs. Moss is continuing to meet with the staff of the Technical Services Department and some significant changes have been made. We are now using single control copier and stack storage is more orderly. As of May 1973, 11,611 volumes were added showing an increase of 3,000 over last month's figure and 2,000 over the previous month. 3,000 paperbacks were distributed to branches.

2. In addition to these changes in Technical Services, we are attempting to move the printing operation into a centralized location in the Main Library. Last Thursday a meeting, attended by Mr. Corasi, Mr. O'Brien, Mr. Belch, and Mrs. Moss, was held to discuss the possibility of using the basement area and the first draft of the proposed location was studied.

This is a very busy time for the Order Department and the staff is working very hard to place all orders despite the many vacant positions in this department. We hope the clerical situation will be improved soon.

3. Mrs. Moss and Mrs. Scannell have been meeting with the cluster heads to discuss new branch hours. A progress report will be presented to the Commission concerning this matter.

4. Continuing to work with the Registration Department in the Main Library to clear up the present backlogs. The Library is going into the new charge-out system, however; there are many procedures we must look into before we can undertake something of this magnitude. Will make progress reports on this matter.

5. Introduced Miss Morris, Coordinator, Children's Services, who informed the Commission that the Friends had donated the attractive Summer Reading buttons for this year's program. When a child has read and reported on three books, he will receive one of these buttons. The key, pictured on the button, can then be used to unlock the tree house. She thanked the Friends for the buttons.

SECRETARY'S REPORT
MR. GEORGE CERASI

The Secretary announced that the columns in front of the Library have been brightened by installing lights at the base. We have had the McAllister Street entrance lighting improved for the safety of the staff at night. We hope to have more improvements in the near future.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

Mr. Yamakawa informed the Commission that no new programs have been started by the Friends but that Bibliomania will have its last evening program on Wednesday. The Reading is FUNdamental project will be reviewed and he will report on this at a later date.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER MCDONNELL

1. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $6,498.51 for the month of May be accepted.

2. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #667

RESOLVED, that the Library Commission hereby authorizes the attendance of Sue Critchfield and Bonnie Thorsen to a Southern California Answering Network meeting in Los Angeles, California on May 30, 1973; their expenses to be paid out of Bay Area Reference Center funds.

3. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #668

RESOLVED, that the Library Commission hereby authorizes the attendance of John F. Anderson at a meeting on funding of single system libraries in Long Beach, California to be held on June 7, 1973; his expenses to be paid out of state funds.

4. It was moved by Commissioner Stern, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #669

RESOLVED, that the Library Commission hereby authorizes the attendance of Alicia Williams at "Job Instruction Training" course at University of California Extension, San Francisco, on May 11, 1973; her registration expenses to be paid out of state funds.

5. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #671

WHEREAS, the Library Commission has supported all programs in the Library which have provided career ladders for its employees, and

WHEREAS, the Library Commission is committed to the principle of Affirmative Action, and

WHEREAS, the Library proposes to recruit and award scholarships in conjunction with a public service trainee positions under provisions of the federal Library Services and Construction Act Title I Minority Recruitment Training Program, now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funds up to $5,000 for 1973/74 for the administration of said grant.

6. It was moved by Commissioner Malone, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #672

RESOLVED, that the Library Commission hereby authorizes the attendance of John F. Anderson and Carol E. Moss at the annual American Library Association Conference in Las Vegas, Nevada from June 24-29, 1973 and their attendance at pre-conference meetings on June 22-23, 1973; their expenses to be paid out of the regular Library travel budget as travel funds permit.

7. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #673

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves, Effie Lee Morris, and Madelyn Helling at the annual American Library Association Conference in Las Vegas, Nevada from June 24-29, 1973 and their attendance at pre-conference meetings on June 22-23, 1973; their expenses to be paid out of state funds.

8. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #674

RESOLVED, that the Library Commission hereby authorizes the attendance of Peggy O'Donnell and Gilbert W. McNamee at the annual American Library Association Conference in Las Vegas, Nevada from June 24-29, 1973 and the attendance of Gilbert W. McNamee at pre-conference meetings on June 22-23, 1973; their expenses to be paid out of Bay Area Reference Center funds.

9. It was moved by Commissioner Malone, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #675

RESOLVED, that the Library Commission hereby authorizes the attendance of Grace Ruth and Cheryl Watson at the annual American Library Association Conference in Las Vegas, Nevada from June 24-29, 1973; their expenses to be paid out of Early Childhood Education funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

It was moved by Commissioner Malone, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #670

Approval, non Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

LIBRARY EXTENSION
COMMISSIONER DAY

No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER TOURNAHU

It was moved by Commissioner Tournahu, seconded by Commissioner Stern, and unanimously approved that the Library's Public Relations Activities Report for the month of May be accepted.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

Commissioner Stern informed the Commission that the Friends' Special Acquisitions Committee held a meeting last week with very good results. Mrs. Moss and Mrs. Oberstein are members of this Committee. Special mention was given to two other committee members, Stan Speck and George Fox, associates of the Gleeson Library, who are interested in raising money for the Library. Commissioner Stern commended the fine work of Mrs. Goodwin, Chief of Technical Services and Mrs. Carol Moss, Assistant City Librarian, for undertaking the project of developing an index of the Graphera Collection. She expressed the hope that the Library could add more acquisitions to the Special Collections Department.

There being no further business to come before the Commission, the meeting was declared adjourned. The next regular meeting is rescheduled until the second Tuesday, July 10, 1973.

Respectfully submitted

GEORGE CERASI
Secretary
San Francisco Public Library Commission

June 5, 1973

RESOLUTION NO. 670

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May, 1973, be approved:

1422 Jr. Clerk Typist
Sylvia Hughes

3602 PT Page
Edward Bianchi
Olivia Brown
Sylvia Correro
Teresa Fung

3602 PT Page
Joseph Greven
Robert Mickowski
Jay Reif

3630 Librarian I
Mary B. Zumsteg

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1444 Clerk Stenographer
Sadie X. Turner

3602 PT Page
Bernard Chan
Paul Gonzales

3602 PT Page
John Kung
Bruce Lerro
Wang Kay Li
Deborah Sullivan

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

July 17, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, July 17, 1973 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:50 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Malone, McDonnell, and Stern. Excused: Commissioners Day, Lisle, and Tournahu.

It was moved by Commissioner McDonnell, and seconded by Commissioner Stern that the minutes of the June meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Announced that an article appeared in the Chronicle stating that the Mayor would be reviewing budgets earlier this year. We have received no official word to that effect, but this would mean budget process would start in August and September and the Commission would need to approve the budget in November instead of January.

2. Reported on the ALA conference. Most of the City Librarian's meetings were committee assignments. He spent much time in the Exhibit area and saw many interesting exhibits. An article was published in the July 6 Official Bulletin written by Mr. Anderson. Other staff members will report at a later date and copies will be sent to each Commissioner.

3. There was good news on the national level in Library Legislation as Congress approved an education bill which will fund LSCA for the next year. The President may approve this bill. Mr. Anderson expressed his appreciation for the support of Congressmen Burton and Mailliard.

   On the State level, the Governor has authorized Public Library Services Act funds at $1,000,000--a $200,000 gain over the 1972/73 figure. He also allowed a $40,000 augmentation of the State Library budget. The State Librarian will use Federal funds to conduct the study of public library systems.

   HEA Title II B minority scholarships will use impounded funds which were released in June and eleven minority scholarships were granted to U.C. Berkeley Library School, three of which may be recruited by the Library. An Ad Hoc committee has been appointed to review applications to interview scholarship applicants. Announcements were posted in branch libraries as well as various departments in the Main Library, Technical Services,

Bookmobile, Whole World, Civil Service and the Mayor's Office. Will ask Friends to seek foundation help to increase number of applicants. A dozen $1500 fellowship grants from Federal funds were awarded to City College for training of Library Technicians and some of our staff will have the opportunity to take advantage of this scholarship.

4. Announced that the City Librarian has been in contact with Mr. Henry Bowles and they have discussed the possibility of having an investment counselor attend the Commission Meeting to express his views on investing monies from the Fuhrman funds. It was agreed that Mr. Bowles and an investment counselor would attend the next meeting to address the Commission.

5. The Diamond Heights Neighborhood Association proposed a request for inclusion of a branch library in a community center on Diamond Heights. It was previously agreed that construction of additional branches would be for locations having 35,000 population or more within a one mile radius. It is our understanding that when Diamond Heights is fully developed, approximately 9,000 will be living in the area and there are three branch libraries (Glen Park, Noe Valley, and West Portal) within a short distance. Miss Knejling, representing the Diamond Heights Neighborhood Association and Mr. Mann, Business Developer of the San Francisco Redevelopment Agency, requested that library staff be asked to discuss library matters with residents of Diamond Heights during the next six months. This was agreed upon with the understanding that the Commission is not holding further the promise that a library should be established in this neighborhood. After considerable discussion, it was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Library Commission wishes to indicate that at this time it is not feasible to participate in a community center on Diamond Heights.

6. Mr. Anderson called the Commission's attention to the breakdown of Allotment of PLSA budget for 1973/74 for Personnel, Materials, Equipment, Personnel Enrichment, and Travel in the amount of $28,345.55. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the PLSA Budget for 1973/74 be adopted.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Has been involved in meetings with Public Information, the Engineer, and Department of Public Works to develop a proposal to move the printing operation into the Main Building.

2. The monthly volume in the Technical Services Division has been holding its own. Over 10,000 books and 10,000 paperbacks were delivered to the branches in June.

3. Mrs. Moss is a member of the Affirmative Action Internal Subcommittee dealing with availibility of opportunities for additional training and education for minority personnel already inside the San Francisco Public Library System. Also the discussion and exploration of promotional opportunities for a present library personnel. Commissioner Stern expressed her pleasure with the Affirmative Action's accomplishments thus far and that it is most productive for the Library.

4. Announced that the Library is involved with three new programs: Community Relations Department, San Francisco Police Department, availing the opportunity for people to work out traffic fines in public service for eight hours a week; Transition Program, this is a six-week program giving the military the opportunity to prepare themselves for civilian life; and Career Opportunity Development Program, in conjunction with State, involving the Library and two other City agencies to enable welfare recipients to take advantage of career opportunities.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David Yamakawa reported that this coming year the Friends will be allocating funds for library programs and activities

2. Mr. Yamakawa introduced Jini Robinson as the new editor of FREE. She starts her job with the August issue. Mrs. Robinson stated that she is looking forward to her association with this publication and displayed the centerfold of FREE announcing the different library events for the current month. President Callanan welcomed her and wished her well in her new venture.

Commissioner McDonnell introduced Mr. Kevin Starr, Executive Aide to Mayor Alioto, who addressed the Commission in regard to keeping all records on the history of San Francisco in the Library archives and giving Mrs. Gladys Hansen the title of City Archivist. He assured the Commission that there would be no cost involved nor would it need Civil Service sanction. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that Mrs. Gladys Hansen be given the title of City Archivist.

It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the City Librarian be instructed to submit to the Mayor and the Board of Supervisors, a Supplemental Appropriation Request in the amount of $28,955 to: 1) prepare quarters and move the printing operation from the Library Annex to the Main Building and; 2) ventilate adequately the first floor of the Library Annex.

. . . .

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $709.00 for the month of June be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #676

WHEREAS, the Public Library Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries; and

WHEREAS, the San Francisco Public Library is eligible for a per capita grant under this law based upon a formula of "Weighted Population Values" and "Assessed Valuation per capita" after Establishment Grants; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California in accordance with the provisions of this Public Library Act in Chapter 1.5 of Division 20 of the Education Code for a per capita grant for the purpose of improving library services; now, therefore, be it

RESOLVED, that the Library Commission does hereby approve the application for and acceptance of said grant; and be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #677

RESOLVED, that the Library Commission hereby authorizes the attendance of William Ramirez to the Library Administrators Development Program at the University of Maryland School of Library and Information Services, College Park, Maryland, July 15-27, 1973; partial transportation expenses to be paid out of State funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #C79

RESOLVED, that the Library Commission hereby authorizes the attendance of 8 children's librarians to the Bro-Dart conference on juvenile books in San Francisco, California on August 1, 1973; their registration fees to be paid out of State funds.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #C80

RESOLVED, that the Library Commission hereby authorizes the attendance of Carol Moss to the UC-Santa Cruz Seminar on Library Management in Santa Cruz, California on August 17-18, 1973; her registration fee to be paid out of State funds.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #C81

RESOLVED, that the Library Commission hereby authorizes the attendance of James Reilly to the UC-Santa Cruz Seminar on Library Cost Analysis and Fiscal Management in Santa Cruz, California on August 3-4, 1973; his registration fee to be paid out of State funds.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #C82

RESOLVED, that the Library Commission hereby authorizes the attendance of Karem Scannell to the U.S. Civil Service Commission Career Women Seminar in San Francisco on July 24-26, 1973; her registration fee to be paid out of State funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #678

Approval, non Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

LIBRARY EXTENSION
COMMISSIONER DAY

No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER TOURMAHU

It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Library's Public Relations Activities Report for the month of June be accepted.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

Commissioner Stern expressed her appreciation to Mr. Starr for attending the Commission meeting and feels that the public should be made aware of the treasures we have and that we should keep our collection growing.

Announced to the Commission that Robert Grabhorn died on June 14 and Commissioner Stern complimented Mr. Belch's article in the June 22 OFFICIAL BULLETIN. The Friends are starting a memorial fund in September and plan to send letters asking for donations. She feels that it is very important to make people feel they are part of the Library and if they give a small amount to the collection, they will feel that the collection belongs to them. We must work on acquiring the books in the Grabhorn library to supplement our present collection. She displayed a leaflet from St. Francis Hospital Memorial Fund and suggested that perhaps the Library could set up a memorial fund system. Because of the legacy of beauty and his loyalty to San Francisco Public Library, it was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that a resolution be prepared and sent to Mrs. Robert (Jane) Grabhorn to express the Library Commission's sentiments.

AFFIRMATIVE ACTION

Commissioner McDonnell reported that the last meeting took place on June 13 and three subcommittees were formed: Recruitment subcommittee; Internal Affirmative Action subcommittee; and Civil Service subcommittee. Two representatives of the Civil Service Commission attended the last meeting. Commissioner McDonnell

feels that this Committee is accomplishing good results and that we are in a much better position than most of the other City Departments up to this point.

The Recruitment subcommittee has requested additional time to prepare their statement and the next Affirmative Action Committee meeting has been rescheduled on Thursday, August 16, 1973 at 10:00 a.m. in the Commissioners' Room.

There being no further business to come before the Commission, the meeting was declared adjourned until Wednesday, September 5, 1973. The Commission will recess for the month of August.

Respectfully submitted,

JOHN F. ANDERSON, City Librarian
Secretary, Pro Tem
San Francisco Public Library Commission

RESOLUTION NO. 678

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June, 1973, be approved:

1422 Jr. Clerk Typist
Sharlene Carlson
Elaine Cohen
April Duhon

1424 Clerk Typist
Mark James
Carole Lathan

1444 Clerk Stenographer
Leti Marshall
Albert Spence

1630 Account Clerk
Reba Body
David Kesten

3602 FT Page
Bruce Lerro
Jane Taylor

3602 PT Page
Martha Arroyo
Joseph Augustino
Bernard Barbero

3602 PT Page
David Boitano
Kenya Johnson
Glenn Lew
Thomas Lo
Bonnie Lum
Cecilia Martinez
Jeanne McKinzie
Robin Millar
Calvin Rouse
Christopher Sam
Warren Sam
Robert Srock
Daniel Tom
Clayton Yee
Jeffrey Yee

3610 Library Assistant
Liana Neugart
Carmen Ollison
Patricia Stamps

7416 Book Repairer
Kathleen Keller

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist
Phyllis Cooper
April Duhon

1444 Clerk Stenographer
Leti Marshall
Paula Zakos

1630 Account Clerk
Reba Body

3602 PT Page
Edward Blandini
Fredric Chavez
Marilyn Chin
Nancy Daves
Charles Engelstein
Michael Filice
David Galiata
Haywood Gray
Mark Johnson

3602 PT Page
Lawrence King
Diane Koorsones
David Krstich
Bonnie Lum
David Poe
Theresa Ramirez
Josette Romano
Calvin Rouse
Noel Sotto
Charles Tanski
Phillip Whitney
Howard Woo
Dennis Yee

3610 Library Assistant
Carmen Ollison
Patricia Stamps

3616 Library Tech. Asst. I
Judith Harms

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

September 5, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Wednesday, September 5, 1973 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 p.m. by Commissioner Stern who chaired the meeting until President Callanan's arrival. Commissioner Stern welcomed members of the staff, guests, and observers in the audience.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, McDonnell, and Stern. Excused: Commissioners Malone and Tournahu.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Announced that the annual report was due in the Mayor's office on September 14. The report is nearly complete and will have a printed cover design.

2. Harvey Rose, Budget Analyst for the Board of Supervisors, held a meeting in Mr. Anderson's office on Tuesday with the Library Administration, members of the staff, union representatives, and President Callanan in attendance. The results of his management study are not for publication at this time and as soon as the report is submitted to the Board of Supervisors, copies will be sent to the librarian's office. The decision of whether or not the study will be made public lies with the Board of Supervisors. The meeting went very well; preliminary ideas were discussed and some very good points were brought out which will be very useful in the library's management.

3. The U.C. Berkeley School of Librarianship received funds from HEA, Title II for minority scholarships and the library was asked to withdraw its application for funds for partial inclusion in U.C. Berkeley's proposal. Mr. Anderson was happy to report that from the candidates selected by a sub-committee of the Affirmative Action Committee three applicants were chosen for scholarships.

4. Informed the Commission that the Education Resources Information Center (ERIC) collection has been loaned to San Francisco Public Library and will be housed in the History and Social Sciences Department and will be fully available to the public. The subject matter deals with the education field and a large body of library science material is also in this system.

5. Announced that Roberto Esteves has been working with the Board of Supervisors' Cable TV Task Force and has been selected temporary chairman of the Committee. Mr. Anderson feels that the Task Force will help the City and that the Library as a leader in this media is able to provide information on various subjects. Funding is now on a franchise level which is very important.

6. Reported that the invoice had arrived for the Grabhorn Collection. This significant purchase was made possible by Library funds in the amount of $10,000 and Friends' funds in the amount of $5,000. He expressed his appreciation to Mr. Andrew Hoyem who made this purchase possible.

Commissioner Stern addressed the City Librarian and wished him well in his new position as Director of the Tucson Public Library. She thanked him for his many accomplishments in the improvement of library services in San Francisco and gave special mention to the OFFICIAL BULLETIN which is an excellent publication designed to keep the Commission and Staff informed of library news. She expressed the hope that the publication would continue under the new administration.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Mrs. Moss gave each Commissioner a copy of the Business Library Newsletter and informed the Commission that this publication will be printed three times each year. The Newsletter is made possible by the combined efforts of the Business Branch, Chief of the Main and Public Information Office.

2. Will be distributing copies of the Main Library's evacuation plan which was compiled last year as a part of the project for the administrative intern from the University of San Francisco.

3. Mrs. Moss introduced Miss Dorothy Hult, administrative assistant in the Office of Children's Services who called the Commission's attention to the display of pictures taken at the Summer Reading Program on August 24-25. The program was very successful with a display of attractive and interesting exhibits made by children throughout the city. The Exhibit Room was bordered with trees made of green and brown paper surrounding the S.F.P.L. treehouse which was large enough for both children and adults to enter. The theme was Society of Fantastic Phantoms Limited. One child made a bendable snake which was hand painted from end to end. All the children who participated showed a great deal of creativity. There were story-telling and puppet show programs. The program of entertainment was given four times which proved to be very successful as this provided ample seating for children watching the programs. Certificates are to be awarded to the children for reading ten books this summer.

Miss Hult told of the success of the brochure, Children's Rights and mentioned that the P.T.A. had attached one to each copy of their cablegram newsletters. Miss Hult thanked the Commission for having the opportunity to address them at the meeting.

Commissioner Stern expressed her appreciation to Miss Hult for her presentation of the events of the Summer Reading Program and told the Commission that this event is one of the highlights of the year and is pleased in the upward trend of attendance by children and adults. She expressed the hope that there would be a further statistical report on this event at next month's Commission Meeting.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Announced that the Financial Report for the Fiscal Year ending June 30, 1973, will be mailed to the Commissioners in a few days.

2. Mr. Cerasi will be meeting with the Superintendent of Maintenance and Repair of the Department of Public Works and a representative from the City Architect's office to discuss the construction of a ramp and handrails at the entrance of the Main Library.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David Yamakawa reported that as a comparatively new member of the Friends, he has observed the Friends as individuals and commented that the summer has been filled with activity which will be felt in future years. Although the Friends did not have a major project all members have been active in many of the library's services. He mentioned that Mr. Bowles was here with an investment counselor to address the Commission about investment of Fuhrman monies; the Friends participated in the acquisition of the Grabhorn collection; other members of the Board are working with the Lurie people in the remodeling of the Exhibit Room. Commissioner Stern and Miss Stong are actively working on library legislation. The impact of the Friends efforts will be felt for years ahead.

2. Mr. Yamakawa announced that due to increasing expenses, the Friends will raise their dues to $5.00 a year.

3. Invited the Commission to the reception in honor of Mr. Anderson who is taking over the directorship of the Tucson Public Library.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the Amount of $2,449.08 be accepted. Commissioner McDonnell introduced Mr. Henry M. Bowles of the Friends who has offered his services by investigating various possibilities of increasing the return on the Fuhrman fund. Mr. Bowles informed the Commission that rents and royalties on the grazing and oil leases were very low and that more returns should be realized. Mr. Bowles is working with Mr. Babin of the Real Estate Department. This department manager city owned properties and Mr. Babin is happy to have current on site information. Mr. Bowles reminded the Commission that a prior City Attorney's opinion indicated more latitude in the use of investment instruments than we are now exercising. Mr. Bowles then introduced

Mr. Louis Belden of Wentworth, Dahl, & Belden, Investment Counselors who said that amount of return is a function of time and quality of investment. The question is how much yield to give up for quality. Mr. Belden told the Commission that it is possible, with no material reduction in quality, to realize substantial income increases, he then offered a sample of five bond issues: 3 Government agencies and 2 high grade corporate bonds. He advised the Commission to move quickly to capture today's high yield as the bond market swings in wide cycles. The library has negotiable securities it can immediately invest and certificates of deposit which will mature soon and which can be reinvested. It also realizes income from City-owned oil and grazing leases, which it shares with the Recreation and Park Department. After much discussion and in order to expedite the reinvestment of funds, it was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved that Secretary George Cerasi be given the mandate of the commission to proceed with all possible speed to take the necessary steps to reinvest certificates of deposit in the approximate amount of $205,000 when they mature on November 8 and to re-examine the balance of the portfolio.

It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the Commission authorized Mr. Cerasi to employ the help of Mr. Bowles and Mr. Belden to review the leases on the grazing and oil lands.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved to ratify the telephone vote of August 10, which approved the reinvestment of Fuhrman funds in the amount of $205,000 in 90 day certificates of deposit.

President Callanan thanked Mr. Bowles for his personal interest and thanked members of the Friends. He also extended his appreciation to Mr. Belden for addressing the Commission.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #685

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid to the UC-Extension Women in Management Seminar in Yosemite Valley, California on November 4-7, 1973; her registration fee to be paid out of State funds.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #686

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves to the Media Workshop on Audio-Visual and Cable Television for Local Government Agencies in Emeryville, California on September 14, 1973; his registration fee to be paid out of State funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved that the resolution approved by telephone vote taken on August 23, 1973 be reaffirmed, and adopted as follows,

RESOLUTION #603

WHEREAS, the Library Administration with the approval of the Library Commission has submitted to the proper agencies a Request for Supplemental Appropriation:

(1) to prepare quarters and move the printing operation from the Library Annex to the main building, and

(2) to ventilate adequately the first floor of the Library Annex, and

WHEREAS, the City Architect, in order to assure conformity with the Building Code, and by his letter of August 15, 1973, has revised upward his estimate for preparing quarters in the Main Library for said printing operation, and

WHEREAS, the entire project is essential to public health and safety as set forth in Bureau of Environmental Health, Department of Public Health reports and mandatory in nature by virtue of a pending Court Order, be it

RESOLVED, that the said Request for Supplemental Appropriation dated July 18, 1973, be amended to reflect this revised estimate, and be it

FURTHER RESOLVED, that the Capital Improvements Advisory Committee, the Mayor's Office, and the Board of Supervisors be urged to act favorably on this request.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION # 604

RESOLVED, that the Library Commission authorizes the City Librarian to sign an ERIC Information System Loan Agreement with the United States Office of Education whereby the San Francisco Public Library will house and service a microfilm research collection on education and make it freely available to the public.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

1. In Commissioner Malone's absence, it was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #607

Non-Civil Service, temporary and recertification of temporary appointments made during the months of July and August 1973.

LIBRARY EXTENSION
COMMISSIONER DAY

NO REPORT

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

1. Commissioner Stern reported that she met Cap Weinberger, Secretary of the Health, Education, & Welfare, at a symposium at U.S.F. and she mentioned library funding to him. She read excerpts from a letter she had received from him and happily reported that libraries had been granted a modest allocation from HEW.

2. Commissioner Stern lauded the acquisition of the Grabhorn Collection and how important this addition is to S.F.P.L.

President Callanan announced that the Commission took action in appointing an Acting City Librarian. Many have written expressing their views on this subject and President Callanan will acknowledge each letter in the near future.

President Callanan spoke on behalf of the Commission in extending its appreciation to John F. Anderson for the interest he has taken in his five year service with S.F.P.L. and commended him for his tireless efforts and devotion to his job. He asked that the Commission pass a resolution expressing the Commission's gratitude to Mr. Anderson and wish him success and happiness in all his undertakings. It was so moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved.

There being no further business to come before the Commission, the meeting was declared adjourned. The next regular meeting will be held on Tuesday, October 2, 1973 in the Commissioners' Room, Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

September 5, 1973

RESOLUTION NO. 687

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the monthsof July and August, 1973, be approved:

1422 Jr. Clerk Typist	1444 Stenographer	3610 Lib. Assistant
Jane Rouder	Alberta Brown	Erin Mullane
Kathryn Cox	Betty Pecarar	Richard Gier
Lisa Stone		
Michael Olivola	3602 Page	3630 P/T Librarian
James DeMaio		
Marie Hom	Michael Edwards	James Jackson
Sharlene Carlson		
1424 Clerk Typist	1630 Account Clerk	
Helen Freemonde	Stephen Baldocchi	
Eva Fung		

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Jr. Clerk Typist	1444 Stenographer	1424 Clerk Typist
Sharlene Carlson	Diane Friese	Carole Lathan
Josefina Pampanaupa		
Jane Rouder		
Kathryn Cox		
3602 Page	3611 Lib. Assistant	3610 Lib. Assistant
Teresa Marshall	Wilhelmena Smith	Robert Davis
Owen Friedman		

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

October 2, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, October 2, 1973, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Malone, McDonnell, and Stern. Excused: Commissioners Lisle, and Tournahu.

It was moved by Commissioner McDonnell and seconded by Commissioner Day that the minutes of the September meeting be approved as submitted. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN D. STARR

1. Announced that he is trying to acquire the Father Junipero Serra home in Mallorca for the Special Collections Department.

2. There may be a tie-in with the San Francisco Art Commission's forthcoming Haight-Ashbury Art Center and our Park Branch. A door may be put in the branch which would open onto the planned mall. We have $50,000 allocated from Priority II Revenue Sharing funds, but this now may be updated to Priority I with the estimated additional $20,000 for the new improvements.

3. Pledged his support of the Library's Affirmative Action policy, and reported on a meeting with Benjamin Criswell of the NAACP and Frank Anderson of the Human Rights Commission. Commissioner McDonnell read a letter he received from Lillian Chu of Civil Service regarding 3610 and 3616 job announcements stating that the announcements have been sent to the Affirmative Action Committee and Local 400 for perusal before they go out to applicants.

4. The Lou Lurie furniture is now located in the Librarian's Office together with historical pictures and memorabilia from the Special Collections Department.

5. Met with George Grubb regarding ventilation for Technical Services and the moving of the print shop to the Main Library. Indicated that a major breakthrough should be forthcoming. If no new space becomes available, will push again for supplemental funding.

6. Met with Carol Moss and Barbara Boyd, Alameda County Librarian, regarding funding of BARC for 1974/75. There will be a meeting on November 15 with cooperating systems to discuss cost sharing of BARC. SFPL would continue to be BARC's headquarters with its Director located here.

7. There are various programs and projects in the mill -- some to be funded from the Mayor's Youth Fund. Mentioned were:

   1. The Copernicus Festival to be held November 20 in conjunction with the Planetarium.

   2. City Symposium next summer with possible attendance of Louis Mumford.

   3. Isadora Duncan Dancers next spring.

4. Publication of 1906 Official Casualty List.

5. Guide to and history of the library.

6. Possible acquisition of Harry Bridges' papers: Mayor Alioto and other Mayors' papers.

8. Recommended establishment of Honorary Curators for Californiana. Requested permission to nominate Oscar Lewis as first recipient. It was so moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved by the Commission.

9. Trying to get backlog in cataloging brought up-to-date in Special Collections. A Special Collection's cataloger will be sought in the budget.

10. Studying a move of Genealogy collection into Periodicals Room.

11. Student intern program needed with library schools.

12. Has established an Advisory Council with enlarged membership over the previous Administrative Council. It will meet on Mondays and includes Kevin Starr, Carol Moss, David Murphy, George Cerasi, Dave Belch, Bill Ramirez, Karen Scannell, Vivian Goodwin, Gil McNamee, Effie Lee Morris, Madelyn Helling, Nancy Musser (representing Librarians' Guild) and Mary Louise Stone and Mig Mayer (representing Friends of SFPL).

13. Personnel assignments are no longer done by a placement committee. Announcements of job openings are put in the Official Bulletin and staff who have evidenced an interest will be interviewed by those responsible for the operation.

14. A meeting is forthcoming on a possible volunteers program. It is only in the preliminary planning stages now. A trained, professional librarian would be necessary to make the program work successfully.

15. Introduced Effie Lee Morris who spoke to the group about the need for the library to be represented on the Mayor's Office of Services to Children and Youth. There are 32 members representing various public, city and government agencies.

It was moved by Commissioner Stern, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted urging SFPL representation:

RESOLUTION #693

WHEREAS, the public library, a city department, has direct contact with and the responsibility to provide library services to the children and youth of San Francisco, and,

WHEREAS, the public library is now working with and attempting to increase its relationships with all other agencies and organizations serving all children and youth, and, therefore, be it

RESOLVED, that the San Francisco Public Library strongly endorses the creation of an Office of Services for Children and Youth in the Mayor's Office and supports in principle the proposed resolution for establishing such an office, provided that a representative of the public library is a member.

16. Budget for 1974/75 will be completed by November 23. We are asking for $500,000 in personnel, including the keeping of EEA employees presently in the library; $65,000 in replacement equipment and $85,000 in new equipment. Total over present budget expected to be $710,000 which will also include library materials. Commissioner McDonnell recommended community meetings perhaps in cluster areas for public input. It was felt that it was too late for this, and it was pointed out by Mrs. Moss that one reason for the two-months earlier deadline requested by the Mayor was to give more time for public hearings. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the feasibility of public hearings be studied by the Budget and Operations Committee.

17. Mentioned possible loss of printer, Hershel Mitchell. The Personnel Committee will study any methods by which he may be kept at SFPL.

18. Dr. Starr mentioned that his first week at the library had been an exciting one. He expressed his thanks and appreciation to all librarians for their support in making this possible, and his pleasure at the large attendance at his reception.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Announced a field work student from San Jose State University Library School will start with SFPL on October 12, 1973. One student from UC-Berkeley Library School will continue the cataloging work on the Grabhorn Collection in the Special Collections Department. Announced that various charging systems are being evaluated with one to be visited in Marin County shortly.

2. Question was posed to Miss Morris by Commissioner Stern regarding statistics on the Children's Summer Reading Program. Miss Morris reported 2,413 children enrolled in 1973 (400 more than the previous year), and 179 more completed the program. Ceremonies now are being held in individual branches with an increased number of children and more whole families in attendance.

   Mrs. Stern also asked about the purchase of children's paperbacks. Miss Morris stated that the children's section purchases paperback copies of hardback children's books. Children's librarians find the children very selective in their use of paperbooks.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi spoke with Mr. Blanchard of the City Attorney's Office in regard to the Fuhrman Bequest. According to the City Charter investments must be limited to those in which banks can also invest, i.e., Certificates of Deposit, Government Agencies and Treasury Bonds. Bob Williams of the Librarian's Office was introduced who gave details on these possible investments. It was announced that a Certificate of Deposit will be maturing November 8, the day

after the next Commission Meeting. Recommendations for reinvestment will be made at that time. Land leases in the San Joaquin Valley were discussed and it was moved by Commissioner Malone, seconded by Commissioner Stern and unanimously approved by the Commission that Henry Roules be contacted to seek more information on this subject.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

No Report

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No Report

BUDGET AND OPERATION COMMITTEE
COMMISSIONER McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $3,837.45 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #688

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Goodwin, Linda Crismond, Tom Fowler, Versa Cullen, Carol Moss and Effie Lee Morris to the Library Institute Planning Committee Conference to be held at Rickey's Hyatt House Hotel in Palo Alto, November 2 and 3, 1973; registration fees to be paid out of State funds.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #689

RESOLVED, that the Library Commission hereby authorizes the attendance of James Reilly at the National Microfilm Association Seminar on "Micrographics in the Library," to be held at Stanford University Meyer Library, October 26 and 27, 1973; his registration fee to be paid out of regular library travel budget as travel funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #690

RESOLVED, that the Library Commission hereby authorizes the attendance of Carol Moss and Linda Crismond at the Annual Meeting of the American Society for Information Science to be held in Los

Angeles, California, October 21-25, 1973 their expenses to be paid out of the regular library travel budget as travel funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #691

Approval, non-Civil Service, temporary, and recertification of temporary appointments made during the month of September.

(attached to minutes)

2. It was moved by Commissioner Malone, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #692

WHEREAS, John F. Anderson has been employed by the San Francisco Public Library as City Librarian since 1960, and

WHEREAS, Mr. Anderson has resigned to accept the position of Director, Tucson Public Library in Tucson, Arizona, now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby acknowledge his strong leadership in a variety of library projects, including such programs as automation, publishing, manpower development, regional reference service and outreach. San Francisco's more noteworthy achievements in the area of community relations have resulted from his strong advocacy of socially motivated library service. The Commission acknowledges with appreciation the major administrative roles he has undertaken, and, be it

FURTHER RESOLVED, that he carries with him, on leaving the position which he has so satisfactorily filled, the regard and good wishes of all he had occasion to transact official business with him, and the Commission joins the staff and administration in wishing him well in his new challenge.

LIBRARY EXTENSION
COMMISSIONER DAY

No Report

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER TOURIANU

It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved that the Library's Public Relations Activities Report for the month of September, 1973 be accepted.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

1. Mentioned that public response to Grabhorn Collection Additions has been sensational and she was very pleased with the public support. Some seventy-one donors contributing almost $4,000, ranging from $1 to $1,000.

2. Mrs. Stern received another letter from Caspar Weinberger, Secretary of HEW, reiterating his belief in local support of libraries and reaffirming his belief in the value of libraries.

3. Mentioned strong support of the library by the Grabhorns and possibility of obtaining more of their collection. Announced death of Mrs. Jane Grabhorn. It was moved by commissioner Stern, seconded by Commissioner Day, and unanimously approved that a letter of condolence be sent to her brother.

4. Commission will give serious consideration to the Harvey Rose Board of Supervisors Management Audit and will pass along conclusions and recommendations on it.

President Callanan recognized Ms. Maurine Koltugin, representing Colonel E. M. Burns. Ms. Koltugin asked the library if they would recognize United States Week, October 23-29, 1973 and United States Day, October 23, 1973, by displaying books on American Heritage.

There being no further business to come before the Commission, the meeting was declared adjourned until Wednesday, November 7, 1973 at 3:30 p.m., as November 6 will be a holiday.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

October 2, 1973

RESOLUTION NO. 691

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of September, 1973, be approved:

1422 Jr. Clerk Typist
James DeMaio
Marie Hom
Michael Olivola
Elizabeth Stone

1444 Clerk Stenographer
Betty Pacarar

3602 FT Page
William Acevedo
Mark Thompson

3602 PT Page
Stephen Albert
Peter S. Browne
Sharlene Carlson
Fredric Chavez
Alfredo Delemos Jr.
Cynthia Glass
Lue Tricia Glass
Mary Glennon

3602 PT Page
Matthew Goodwine
Paolo Guido
Terrence Hunter
Lawrence King
Susan Kivisto
David K. P. Kwan
Claudia Lee
Wayne Lee
Loretta McCall
John Mino
Stephen Murtha
Louis Pecek Jr.
Robert Phippeney
Jenny Toy
Phillip Whitney
Melissa Williams
Pamela Williams
Roberta Won
Jeffrey Wong
Jensa Woo
Mantle Yu

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1424 Clerk Typist
Carole Lathan

1444 Clerk Stenographer
Alberta Brown
Betty Pacarar
Albert Spence

3602 FT Page
Gerald Lee

3602 PT Page
David Boitano
Eva Chan
Terrence Hunter
Rebecca Kum
Victor Lee

3602 PT Page
Thomas Lo
John Mino
Kaoru Orimoto
James Ritter
Christopher Sam
Rafael Trujillo
Peter Weinstein
Diane Winter

3610 Library Assistant - PT
Robert Davis

3610 Library Assistant - FT
Kathleen Keller
Alvin Lewis
Erin Mullane

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

November 7, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Wednesday, November 7, 1973, in the Commissioners' Room, Main Library.

Before the Commission Meeting was called to order, Miss Mary Louise Stong, President, announced presentation from the Lurie Foundation of $38,000 to the Friends of the Library which will be used to remodel the Exhibit Room as the Louis Lurie Meeting Room. Thanks were extended to Mrs. Stern and Mr. Averbuch for efforts in making this possible. The architect's plans were on display.

The meeting was called to order at 3:45 by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day Lisle, Malone, McDonnell, Stern and Tournahu.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern that the minutes of the October meeting be approved as submitted. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Thanks were expressed to Lawton-Kennedy printers for printing items relating to Oscar Lewis Exhibit and the Grabhorn Collection.

2. Reporters have requested Library Commission Meeting minutes. As these are a matter of public record they will be available.

3. The policy of the Public Library not having political or religious exhibits was discussed in relations to a proposed exhibit by Dr. John Bodo on the Old First Presbyterian Church. It was decided that this would be classed as historical or cultural and that such decisions are to be at the discretion of the City Librarian.

4. Mr. David Belch was called on to introduce the Library's frist publishing venture--Christmas Cards orginating from the Special Collections Department and on sale in the Special Collections Department and the following Branches: Business, Marina, Richmond, Parkside, Excelsior, and Merced.

5. The Library Technical Assistants are now organized and will be represented on the Advisory Council by Connie Suez.

6. The first Library Staff Meeting was held and such meetings are to continue on a monthly basis.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. TOSS

1. Announced that the field workers from San Jose State Library School and UC Berkeley Library School are progressing well with projects in the Library.

2. Announced that a survey of Branch hours progress report will be made next month.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Read a communication from Supervisor Quentin Kopp, dated October 3, 1973, about complaints of the inadequate library at Ashton and Ocean Avenues, and asking if the Library Commission would be interested in using part of the Homewood Terrace site for a library. Mr. Cerasi stated that a response was already sent to Supervisor Kopp, advising contact will be made with the people connected with Homewood Terrace. The Secretary went on to report that he was told by the Architect of Homewood Terrace, the commercial site was to be sold later this month. Therefore, the new owners will be contacted when this takes place.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STOMS, PRESIDENT

No Report

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No Report

BUDGET AND OPERATION COMMITTEE
COMMISSIONER McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $3,962.74 be accepted.

2. Dr. Starr suggested that the generosity of Mr. Fuhrman should be recognized by renaming the Business Branch the Fuhrman Branch. The matter was given to the Library Extension Committee for further study.

3. The proposed budget for 1974/75 was reviewed by Commissioner McDonnell. The 1974/75 Budget Request is attached. Mr. Williams was commended for his preparation of the line item budget. Largest increases are in the areas of salaries, library and reference books, and mandatory fringe benefits. A revised personnel request list will be submitted by Dr. Starr. It was moved that the budget request as submitted be adopted. Discussion followed with several emphasizing that all items on the budget are necessary and justifiable. Commissioner Stern suggested the assistance of the Friends on budget meetings.

4. Commissioner McDonnell discussed the issue of Sunday opening and noted that priorities had to be established and the funding for an electronic charging system is being requested instead of Sunday opening funding.

Commissioner McDonnell also pointed out that Technical Services was not in the budget as no action had been yet taken on last years request for supplemental appropriation. President Callanan will meet with the Mayor on this issue.

It was moved by Commissioner Lisle, seconded by Commissioner Tournahu, and unanimously approved that the Library Budget in the amount of $7,035,275 for fiscal year 1974/75 be accepted.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #694

Approval, non-Civil Service, temporary, and recertification of temporary appointments made during the month of October.

(attached to minutes)

LIBRARY EXTENSION
COMMISSIONER DAY

No report

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER TOURNAHU

It was moved by Commissioner Tournahu, seconded by Commissioner McDonnell, and unanimously approved that the Library's Public Relations Activities Report for the month of October, 1973 be accepted.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

1. Commissioner Stern expressed appreciation for the Colt and Jungle Press items of the Jane Grabhorn Collection brought in to the library by Mr. Andrew Hoyem. Dr. Starr suggested an honorary curatorship for Mr. Hoyem be established. It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that Andrew Hoyem receive a citation naming him as honorary curator of the Grabhorn Collection on the History of Printing and the Development of the Book.

President Callanan, in connection with a nation-wide search for a City Librarian, appointed Commissioner Stern to chair an Advisory Committee for purposes of making recommendations. The Committee will establish guidelines relative to job description and qualifications. Interested parties are invited to participate. The Acting City Librarian was asked to locate and submit files relative to the appointment of the two previous city librarians.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that as the Fuhrman fund's $205,000, now invested in certificates of deposit maturing November 8, be reinvested in certificates of deposit at 8 1/2% for a period of 30 days.

There being no further business to come before the Commission, the meeting was declared adjourned until Tuesday, December 4, 1973 at 3:30 p.m.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

BUDGET REQUEST 1974/75

Recapitulation	73/74	Ongoing Costs	New Items	Total Increase
Permanent Salaries	$3,032,156	$ 71,690	$ 516,151	$ 587,841
Perm. Salaries - Annex	26,568	210	-0-	210
Overtime	1,000	-0-	2,228	2,228
Extended Work Week	-0-	-0-	-0-	-0-
Temporary Salaries	1,000	-0-	3,120	3,120
Wages	56,039	18,650	22,467	41,117
Wages - Temp.	385,445	-0-	-0-	-0-
Contractual Services	224,050	17,516	68,383	85,899
Maint. & Repair, Auto Equip.	3,600	100	-0-	100
Bookbinding	55,000	-0-	-0-	-0-
Subscriptions	125,000	-0-	50,000	50,000
Materials & Supplies	68,280	14,949	9,160	24,109
Equipment	96,683	-0-	180,111	180,111
Lib. & Ref. Books	810,000	40,500	75,000	115,500
Fixed Charges	55,779	4,527	-0-	4,527
Mandatory Fringe Benefits	586,110	75,681	118,120	193,801
Services of Other Depts.	69,179	3,297	142,526	145,823
Revolving Fund Increase	2,000	(2,000)	5,000	3,000
TOTAL	$5,597,889	$245,120	$1,192,266	$1,437,386

Budget 1973/74	$5,597,889
Total Increase	1,437,386
Total Budget Request 1974/75	$7,035,275

November 7, 1973

RESOLUTION NO. 693

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of October, 1973, be approved:

1422 Jr. Clerk Typist
Charles Armstrong
Nancy MacDuckston
Laurie McGee
Ross Payson

1424 Clerk Typist
Keith Inouye

1444 Clerk Stenographer
Richard Kelly

3602 PT Page
Luis Espinoza
Steven Hom
Robert Kaufman
Umaru Lamin
David Lee
Maxine Leibowitz
Alvin R. Lewis
Alvin Low
Edward McDevitt
Jane Rogers
Steven Toy
Dale Yee

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist
James DeMaio
Michael Olivola

3602 FT Page
Michael Edwards

3602 PT Page
Lawrence Chang
Raymond Chang
Arthur Chin
Joseph Greven
Christian Guastella
Andrew Jin
Richard Katkov
Susan Kivisto
Rebecca Kum
Annie Ma

3602 PT Page
Cecilia Martinez
Jeanne McKinzie
Robert Ng
Kaoru Orimoto
Laura Packard
John Pizzo
Thomas Toyooka
Rafael Trujillo
Michael Valter
Dennis Wong
Linda Wong
Emery Woo
Albert Woon

3611 Library Assistant
Bayardo Chamorro

MEMO TO: Commission Members DATE: December 3, 1973

FROM: Kevin O. Starr

SUBJECT: 1974-75 Budget Adjustments

As shown in the attached schedule, the 1974-75 Budget Request as submitted is $68,862 less than the request approved at the November Commission Meeting.

Comments on the six areas of change are noted below:

° Salaries - Increase $50,194. The basic BARC staff was added to the request.

° Wages - Increase $3,726. Last minute rate and computation formula changes from Controllers' office.

° Contractual Services - Decrease $2,310. Removal of service charges for automated book charging equipment. See next item.

° Equipment - Decrease $140,584. Removal of automated book charging equipment. This is already included in another form in Services of Other Departments, EDP. After refinement and further study detailed adjustments are planned as a Supplemental Budget Request in the spring.

° Fixed Charges - Increase $8,000. Change in estimate from the Compensation Insurance Division of the Retirement Service.

° Mandatory Fringe Benefits - Increase $12,112. Net result of final refinements from earlier estimates and the addition of the basic BARC staff as noted above.

Summary: The only substantive change is the addition of the BARC staff which was done as one alternative method of financing. The rest of the changes are those that normally occur as we progress from estimates to final hard figures.

DR. KEVIN STARR
Acting City Librarian

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

December 4, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held December 4, 1973, in the Commissioner's Room, Main Library.

The meeting was called to order at 3:45 by President Callanan.

On roll call, the following were noted present: Commissionrs Callanan, Lisle, Malone, McDonnell, Stern, and Tournahu. Commissioner Day was excused.

It was moved by Commissioner McDonnell and seconded by Commissioner Lisle that the minutes of the November meeting be approved as submitted. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. On November 14 a meeting was held with the Mayor and the Library was assured funds will be forthcoming for Technical Services.

2. The files on searches for previous City Librarians are non-existent. The matter will be followed up.

3. The final budget has been submitted on time.

4. Mr. Murphy announced that the classifications for City Archivist and Assistant City Archivist have been established by the Civil Service Commission.

5. Mrs. Moss will be taking a six months leave of absence from SFPL to begin her Los Angeles position. As there are two persons remaining on the eligibility list for Assistant City Librarian, they will be contacted as to their availability.

6. Mrs. Scannell discussed the status of the requested positions of library technical assistant and clerk for Talking Books. These are being taken up at a hearing of the Board of Supervisors' Finance Committee and then will go to the full Board of Supervisors.

7. Dr. Starr visited the jails and commended Ms. Pearlman on the fone job the Library Staff is doing. Also noted is the shortage of books for the project.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Expressed appreciation to the Library Commission, Staff, and Administration for the exciting and interesting time at SFPL. The last few days will be spent making assignments.

2. It is expected that the plans for the Lurie Room will be through City Planning by the end of January 1974. Mrs. Stern expressed the hope that the Commission will work along with the final planning phases.

3. President Callanan expressed sorrow at Mrs. Moss' departure and thanked her for her contributions.

4. Mrs. Stern put forth a motion to commend Mrs. Moss for her fine contributions in the very short time that she was Assistant City Librarian, and was unanimously approved.

SECRETARY OF LIBRARY COMMISSION
MR. GEORGE CERASI

1. Ingleside Branch--In my conversation with the Superintendent of Maintenance and Repair of DPW, they are in the process of choosing the best method of correcting the problem areas that need painting. There seems to be a moisture problem on one of the walls.

2. As suggested in the Harvey Rose report we are in the process of choosing some type of alarm system for the McAllister Street staff entrance and the Science Department exit.

The Library Administration Reports were approved as presented.

FRIENDS OF THE LIBRARY REPORT
MR. DAVID K. YAMAKAWA, JR.

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman Fund for the purchase of books for the month of November 1973 in the amount of $4,416.65 be accepted.

2. It was moved by Commissioner McDonnell and seconded by Commissioner Malone that the $205,000 Fuhrman Fund Certificate of Deposit be reinvested in a 364 day CD. It was unanimously approved, subject to consultation.

3. It was moved by Commissioner Stern and seconded by Commisioner Lisle and unanimoulsy approved that the 1974-75 Budget Adjustments be accepted (see attached memo).

4. It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #696

RESOLVED, that the Library Commission hereby authorizes the attendance of John Fetros at the meeting of the Western Association of Map Libraries at the University of California-Riverside, October 18-20, as travel funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #697

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee and Peggy O'Donnell at the Mid-Winter Conference of the American Library Association in Chicago, Illinois on January 20-25, 1974; their expenses to be paid out of Bay Area Reference Center funds.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #698

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Mid-Winter Conference of the American Library Association in Chicago, Illinois on January 20-25, 1974; his expenses to be paid out of the regular travel budget as travel funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #699

RESOLVED, that the Library Commission hereby authorizes the attendance of Richard Shouse, Nancy Kellum Rose, and Effie Lee Morris at the Mid-Winter Conference of the American Library Association in Chicago, Illinois on January 20-24 1974; their expenses to be paid out of State funds.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #700

RESOLVED, that the Library Commission hereby authorizes the attendance of Alicia Williams, Eunice Parker, and William Ramirez to the Governor's workshop on "Affirmative Action and the Changing World of Work" in Emeryville, California on October 5-6, 1973; their registration expenses to be paid out of the regular library travel budget as travel funds permit.

9. It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #701

RESOLVED, that the Library Commission approves the recommendation of the City Librarian, that in observation of the Christmas and New Year holidays,

the libraries be closed at 5:00 pm on December 24 and December 31, 1973.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #695

APPROVAL, non-civil service, temporary, and recertification of temporary appointments made during the month of November, 1973. (See attachment)

2. Commissioner McDonnell noted that in a personnel meeting regarding extending library hours that there were 56 hours in a week period in the branches, where only one person was on duty. Without an alarm system and adequate staff, it was concluded that the safety of the staff was of prime concern.

It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that any library manned by only one employee should close and remain closed until a second employee is present.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER TOURWAHU

No report.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER DAY

No report.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

1. The Catholic Committee for the Aging in San Francisco has made available money for the purchase of books on retirement and aging through the Ella Ward Ryan Memorial Fund.

2. A gift was presented to the Library through the Friends by Miss Kay Schmulowitz in the amount of $3,000 to update the catalog on SCOMAH.

3. Attempts to obtain the Harry Bridges collection of labor materials have failed. The Library does not have the facilities or the staff to maintain the collection properly.

4. Mr. Andrew Hoyem is working on annual gifts for the library from the printing trade.

5. Interest was expressed in obtaining a formalized agreement with all printers for all books printed in San Francisco. Dr. Starr will follow up.

6. The Committee to search for a City Librarian is being selected and will meet in January. Assistance with the search will be obtained from ALA, the National Book Committee, and other sources.

Discussion returned to the matter of Branch closing when only one person was on duty. It was noted by Commissioner Tournahu that the public must be notified as to any such policy. It was pointed out by Dr. Starr that closing would occur only after all resources were exhausted. Suggestions were given as to staffing procedures, page pools and volunteer programs. The Friends will discuss the possibility of volunteers.

COMMUNICATIONS

Mr. Cerasi announced receipt of a letter from Virgil L. Elliott, Director of Finance and Records, expressing appreciation to the Library for making its facilities available as polling places.

The meeting was adjourned at 4:45. The next meeting is scheduled for January 8, 1974.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

December 4, 1973

RESOLUTION NO. 695

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of November, 1973, be approved:

1424 Clerk Typist
Claude Etta Bradford

3602 PT Page
Cayardo Chomorro
James Gettys
Martin Lince
David Merrill
Man Mohan Monga
Edwin Pon
Dennis Sada
Mary Sheehan

3610 Library Assistant
Joseph Augustino

3611 Library Assistant
Edgard Solorzano

3616 Library Tech. Asst. I
Jerry Butterfield

3630 Librarian I
Helen L. Cannon
Joan Draper

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1402 Jr. Clerk
John Ford

1422 Jr. Clerk Typist
Elaine Cohen
Louis Ohanian

1650 Accountant - EEA
Thomas Dignan

3602 PT Page
Fredric Chavez

3602 PT Page
Lue Tricia Glass

John Lowery
Roger Matthey
Judith Sheehan
Yasunori Takenaka
Peter Weinstein

3610 Library Asst. - EEA
Stella Abdel

BUDGET REQUEST ADJUSTMENTS
1974 - 1975

Recapitulation	1973-74	Request as Approved	Changes	Request as Submitted
Permanent Salaries	$3,032,156	$3,619,997	$ 50,194	$3,670,191
Perm. Salaries - Annex	26,568	26,778	-0-	26,778
Overtime	1,000	3,228	-0-	3,228
Extended Work Week	-0-	-0-	-0-	-0-
Temporary Salaries	1,000	4,120	-0-	4,120
Wages	56,039	97,156	3,726	100,882
Wages - Temporary	385,445	385,445	-0-	385,445
Contractual Services	224,050	309,949	(2,310)	307,639
Maint. & Repair, Auto Equipment	3,600	3,700	-0-	3,700
Bookbinding	55,000	55,000	-0-	55,000
Subscriptions	125,000	175,000	-0-	175,000
Materials & Supplies	68,280	92,389	-0-	92,389
Equipment	96,683	276,794	(140,584)	136,210
Library & Reference Books	810,000	925,500	-0-	925,500
Fixed Charges	55,779	60,306	8,000	68,306
Mandatory Fringe Benefits	586,110	779,911	12,112	792,023
Services of Other Departments	69,179	215,002	-0-	215,002
Revolving Fund Increase	2,000	5,000	-0-	5,000
TOTALS	$5,597,889	$7,035,275	$ (68,862)	$6,966,413

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

January 8, 1974

Proceedings of the regular meeting of the San Francisco Public Library Commission held January 8, 1974, in the Commissioner's Room, Main Library.

The meeting was called to order at 3:45 by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, McDonnell, Stern, and Dr. Starr. Commissioner Day was excused. Commissioner Tournatu was absent.

It was moved by Commissioner Lisle and seconded by Commissioner McDonnell that the minutes of the December meeting be approved as submitted. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Due to non-approval of the ventilation for Technical Services Department, it was arranged by the Board of Supervisors to have another hearing with the Finance Committee in hope of a new decision. It is urged that people be contacted to attend the hearing in showing the strong necessity for this ventilation system.

2. Louise Zuckerman was introduced and welcomed as the new Administrative Assistant in the City Librarian's Office.

3. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the Chinatown Branch be closed early, at 5 pm on Tuesday, January 22, 1974 in recognition of the Chinese New Year's Eve.

4. There was discussion of the possibility that, as of February 1, the free public films program will be eliminated due to budget cutbacks, a great loss, since these programs have been quite effective and well liked. Announcements are to be postponed until investigation by President Callanan is complete.

5. Chief Assistant Clerk of the Board of Supervisors advised that it is too late to be on the June 1974 ballot for a library bond issue.

6. Five thousand envelopes must be replaced after the sales of SFPL Christmas cards, and also the California State Tax of 5-1/2% is to be paid. Net profit if these sales was $258.71.

7. Ann Kincaid reported that closing any of the branches would be of minimal effect to reducing the Library budget expenses.

8. A good point of discussion was the possibility of attaining a bond issue for improving conditions such as lighting, ventilation, and the stacks, to help maintain the building for at least another decade. Commissioner Stern thought Dr. Starr's suggestion "Mini-bond issue" would probably be as difficult to attain as a major bond issue due to the tightness of funds, and Commissioner Callanan suggested that expense statistics be compiled

before the project be explored in detail. Commissioner Lisle noted that comments and advice from any concerned section would be appreciated. And Commissioner Malone suggested that the present cost be compared with new cost, considering each one's total expenses.

9. Linda Crismond gave an interesting report on Computer Library Services, Inc. (C.L.S.I.) who have produced a mini-computer, effective to the circulation control. It handles the front desk processes of checking books in and out, printing over-due notices and invoices, records circulation of books and patron population, and keeps a more accurate delinquent file. It also controls the reserve list, who has the book, who gets it next, and when it will return. The only problem involved would be converting our present system to the computer system, which will involve time and effort, but may seem well worthwhile once it is accomplished. A meeting will be held at the Marin County Library Headquarters at the Civic Center Administration Building in San Rafeal on Friday, January 18, at 2:00 pm, followed by the computer display.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Two new projects that should be completed within six months, include the renovation of the Main Floor, Men's public restroom, and placing railings in front of the Main Library.

2. A restriction has been placed on the use of City Vehicles due to the energy crisis--shortage and cost of fuel, as well as cost of maintenance and repair.

FRIENDS OF THE LIBRARY REPORT
MR. DAVID K. YAMAKAWA, JR.

1. The Friends of the Library rejected the idea of closing branches when only one librarian is on duty. Mr. Yamakawa stated that though one employee is not sufficient, maintaining regular hours is necessary in order to keep the public's faith in the Library. The Friends have asked the Commission to re-evaluate the situation and consider another alternative.

2. Foote, Cone, and Belding have begun a statewide campaign in California to increase the public's awareness of the Library's free services and it is noted that Lyn Helling and Grace MacDuff have been outstandingly helpful for this cause. Mrs. MacDuff raised several questions regarding the seriousness of the budget decrease. "What will we tell our patrons to inspire them to write City Hall for the continuation of certain programs, etc.?" "What is the Library's percentage of 'handknocks' from the tax cutback in relationship to the other City programs, and does the Library have any priorities to funds?" It is necessary to be informed of the exact figures of the cuts and at present the Advisory Committee is reviewing the situation. Commissioner Stern suggested there be a session to discuss and hopefully solve this crucial problem.

3. Invitation was extended to attend the Friends of the Library meeting on February 20 at 5 pm.

4. Library Week is coming in April with the Annual Book Sale.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman Fund for the purchase of books for the month of December, 1973 in the amount of $1,769.48 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #703

RESOLVED, that the Library Commission hereby authorizes the attendance of Dr. Kevin Starr at the Mid-winter Conference of the American Library Association in Chicago, Illinois on January 20-25, 1974; his expenses to be paid out of the regular library travel budget as travel funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #704

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Kobayashi, Librarian, Western Addition Branch, to attend Japanese language class at Soko Gakuen in San Francisco; her tuition expenses to be paid out of state funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #705

RESOLVED, that the Library Commission hereby authorizes the attendance of Tom Fowler at the Mid-winter Conference of the American Library Association in Chicago, Illinois on January 20-25, 1974; his expenses to be paid out of state travel funds as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #706

RESOLVED, that the Library Commission hereby authorizes the attendance of Janice Broussard, Connie Suez, Geraldine Griego, Richard Kohler, Bonnie Lum, Even Brown, Jimmie Rainey, and Rosemary Bigelow to

attend a workshop for library assistants sponsored by special libraries associations and the library science program of the University of San Francisco on January 24 and 25 at the University of San Francisco: registration expenses to be paid from state funds.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #707

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the extension and improvement of public library services both to geographical areas and to groups of people without adequate services: and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California for funds to extend and improve services to the people of San Francisco: therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal funding for 1974-75 as provided by such grants as approved by the State of California: and, be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #708

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Library Services and Construction Act administered by the California State Library for the operation of its reference demonstration project, the Bay Area Reference Center, and

WHEREAS, the San Francisco Public Library has been named one of two Regional Resource Centers in California under the Library Services and Construction Act due to its successful operation of the above reference project: now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funding for 1974-75 to be applied to the Bay Area Reference Center: and, be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #710

RESOLVED, that the Library Commission hereby authorizes the attendance of Karev Wehner at the Pacific Southwest Regional Festival of the Puppeteers of America at the Huntington-Sheraton Hotel in Pasadena, February 15-18, 1974; travel expenses to be paid out of state funds as such funds permit.

9. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #711

WHEREAS, the Board of Supervisors of the City and County of San Francisco has urged the Library Commission to introduce a Request for Supplemental Appropriation in the necessary amount for the purpose of hiring a Library Technical Assistant I and a Junior Clerk to operate the Talking Books Service, now therefore, be it

RESOLVED, that the Library Commission hereby approves this request and directs the Acting City Librarian to submit a Request for Supplemental Appropriation in the amount of $6,851.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM H. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #702

APPROVAL, non civil-service, temporary, and recertification of temporary appointments made during the month of December, 1973. (See attachment.)

2. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #709

WHEREAS, Mrs. Alice Crocker has been employed by the San Francisco Public Library for the past thirty-six years, and

WHEREAS, Mrs. Alice Crocker is retiring on February 5, 1974; now, therfore, be it

RESOLVED, that we as members of the San Francisco Public Library Commission recognize and appreciate the excellent and cooperative service that she has rendered to the citizens of San Francisco. The talent and ability that she has demonstrated in the performance of her assignments has contributed greatly to the growth of the San Francisco Public Library. She will be greatly missed by fellow staff members and the public alike.

FURTHER RESOLVED, that we join together in wishing her many years of health and happiness.

Commissioner Stern expressed the Friends' gratefulness to Alice Crocker for her years of fine work and assistance, and also honed that Mrs. Crocker would consider joining the Friends of the Library.

LIBRARY EXTENSION
COMMISSIONER MADLYN DAY

No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER EVELYN TOURNAHU

In the absence of Commissioner Tournahu, it was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Library's Public Relations Activities Report for the month of December be accepted.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated the importance of having our library events listed in local papers, as it has been shown effective for Park and Recreation. David Belch has submitted materials with request, but still awaits reply.

It was moved by Commissioner Malone that Election of Officers be held until the next meeting due to the absence of two members. There being no objection, it was so ordered.

The meeting adjourned at 5:25. The next meeting is scheduled for Tuesday, February 5, 1974.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary, Library Commission

January 8, 1974

RESOLUTION NO. 702

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of December, 1973, be approved:

1402 Jr. Clerk
David Lofting

1422 Jr. Clerk Typist
Mehr Khan

1424 Clerk Typist
Yoshiko Bakhtiary

1444 Clerk Stenographer
Dale Richardson

2714 Janitor
Jose Morales

3602 PT Page
Edwin Ford
Penny Grigsby

3602 FT Page
Martin Dougherty

3630 Librarian I - PT
Charlene Chambliss

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist
Nancy MacDuckston
Ross Payson

3602 FT Page
Jane Taylor

3602 PT Page
Scott Yellin

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

February 5, 1974

Proceedings of the regular meeting of the San Francisco Public Library Commission held February 5, 1974, in the Commissioner's Room, Main Library.

The meeting was called to order at 4:10 by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Van der Lieth, Malone, McDonnell, and Stern. Commissioner Townahu-absent. (Madlyn Day-resigned.)

Congratulations were expressed to Elsie Lisle Van der Lieth and her husband, upon their recent marriage, wishing them many years of happiness and good fortune.

President Callanan congratulated Commissioners McDonnell and Stern for their reappointment to the Library Commission and stated the Commission's appreciation of their hard work and dedication.

Ernest J. Gaines was congratulated on his appointment by the Mayor to the Library Commission of last week and was asked to sit with the Commission for this meeting.

Secretary Cerasi advised the Commission that Item #7 of Dr. Starr's report of the January 8, 1974 minutes should be corrected to read: "In the absence of Karen Scannell, Chief of Branches, Ann Kincaid reported that there were only two occasions on which libraries had to close during December due to inadequate staffing. In both instances the branches involved were two floor branches which would need four staff members to provide adequate coverage."

Also, an ammendment was made for Item #1 of the same report to read as such: "The Supplemental Appropriation Request for ventilating Technical Services Department and moving the printing operation was re-referred to the Finance Committee by the Board of Supervisors at their meeting of January 7th. New information as to the final disposition of Local 400's litigation on this subject was cited as the reason. Since the Finance Committee had previously disapproved the request, this action presents another chance to convince them of its necessity."

It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the January minutes be accepted as ammended. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Linda Crismond reported that there are sufficient monies in the budget and budget request to begin the C.L.S.I. computer for the circulation system, but that transfer of funds would be necessary. Transfer would begin with a re-allocation of $44,000 and total expense is expected to reach $102,000. The system should be present in the Main Library by May, 1974, and in operation by August, 1974. 'Phase 2' brings the system to six major branches in the spring of 1975, and eventually 'Phase 3' will include twelve more branches.

It was moved by Commissioner Malone, seconded by Commissioner Van der Lieth, and unanimously approved that the following resolution be adopted:

RESOLUTION #714

RESOLVED, that the Library Commission hereby authorizes the reallocation of funds approved by the Commission for the C.L.S.I. circulation system.

2. Letters of intent for Federal Funds have been submitted for renewal of the Early Childhood Education Project and the Regional Resources Project (BARC). Funds also have been requested for four new programs: Intercomputer-Interlibrary Loan; Extension Service to the Handicapped and Institutionalized; a Video Resource Center; and a Computer Information Center. Fund requests total $774,902.

3. A new pilot project, BOOKBRIDGE, sponsored by SFPL and the Friends of the San Francisco Public Library will have volunteers take materials to shut-ins, beginning in the Golden Gate Valley Branch area. The project will begin around March of this year.

4. The library film program will reappear, hopefully in March, 1974, and an A-V Technician will join the staff under EEA in July, 1974.

5. On behalf of a special task force, Miss Morris presented a recommendation that two policies for the children's borrowing procedures be changed, to remove the fear of punishment and attain, instead, a feeling of responsibility among the children who use the library. The new procedures will begin during National Library Week and will run for a one year trial.

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #715

RESOLVED, that the Library Commission hereby authorizes that fines on overdue Children's materials, the fees for reserving Children's materials, and the ten cents fine on lost transaction slips all be eliminated.

6. William Ramirez introduced the recipients of the Higher Education Act Fellowship, Tillie Jang, Albert Spence, and Frank Pinell. The Commission wished them well in their sutdies and careers.

7. Remodeling of the Lurie Room begins about February 28, 1974. The room will not be used for 60 days, and will hopefully be finished when National Library Week begins.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi read parts of the Ammending Section 8.16 of the San Francisco Administrative Code stating that all agendas of each board, commission, or committee meeting be filed with the City Librarian at least 24 hours prior to such meeting, and in addition, minutes of all such meetings must be submitted by the Secretary to the City Librarian within five days after such meeting. The City Librarian shall retain such copies of agendas and minutes for a minimum period of ninety days.

2. Mr. Cerasi thanked the Friends of the San Francisco Public Library for the gift of office furniture.

FRIENDS OF THE LIBRARY REPORT
MR. DAVID YAMAKAWA, JR.

In the absence of Mr. Yamakawa, Miss Mary Louise Stong, President of the Friends, gave the following report.

1. Crocker National Bank donated $3,000 to the state-wide campaign, "There's More to Libraries Than Meets the Eye," which will cover total expenses for one TV telespot.

2. Mr. Tatarian, Director of Public Works has agreed to place two Main Library directional signs on Van Ness Avenue.

3. Reported from this year's Presidential Budget, the Construction Act provides $25 million and the Library Pertenership Act supplies funding for $15 million.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. It was decided that the staff make recommendations for the necessary alterations to increase the usage of extra space in the library, such as installing additional shelves. Recognition was given to the library staff for their fine work, despite the occasional lack of funding. A more detailed report will soon be compiled for the Commission's consideration.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER McDONNELL

1. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman Fund for the purchase of books for the month of January, 1974 in the amount of $1,186.88 be accepted.

2. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #713

RESOLVED, that the Library Commission hereby authorizes the acceptance from the Friends of the San Francisco Public Library the anonymously donated gift of office furniture consisting of ten desks, fourteen chairs, and two phone stands, the approximate value being $5,000.

3. Plans regarding Minority Recruitment are still being held up until the Civil Service report is received.

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PERSONNEL AND STAFF RELATIONS
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #712

APPROVAL, non-Civil Service, temporary, and recertification of temporary appointments made during the month of January, 1974. (See attachment)

LIBRARY EXTENSION
COMMISSIONER DAY

No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER TOURNAHU

No report.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

1. Prior to the Commission meeting, Dr. Melton Delaney, II, O.D. demonstrated an electronic visual aid which was donated to the library by the Bay Area Low Vision Clinic and Pelco Sales, Inc. This system screens and magnifies reading material from 8 to 40 times the size of the actual print, and transmits this onto a 17" closed circuit television. This equipment is entirely designed to aid those people unable to read regular print having low vision. To answer Commissioner Stern's question, Mr. Ramirez noted that the device will be placed in the Newspaper Department on the third floor of the Main Library. Mrs. Stern expressed how greatly pleased she was that this contribution can help reach more people with increasing facilities. It was moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell, and unanimously approved that the City Librarian properly thank Pelco and the Clinic for this valuable gift.

ELECTION OF OFFICERS

President Callanan declared that nominations were in order for Commission Officers for the 1974 term.

Commissioner McDonnell nominated Commissioner Callanan for the office of Commission President. The nomination was seconded by Commissioner Van der Lieth. Commissioner Callanan was declared President by unanimous action.

Commissioner Malone nominated Commissioner Stern for the office of Commission First Vice-President. The nomination was seconded by Commissioner Van der Lieth. Commissioner Stern was declared First Vice-President by unanimous action.

Commissioner McDonnell nominated Commissioner Van der Lieth for the office of Second Vice-President. The nomination was seconded by Commissioner Malone, Commissioner Van der Lieth was declared Second Vice-President by unanimous action.

It was moved by Commissioner McDonnell, unanimously seconded and approved that nominations for Commission Officers be closed.

COMMUNICATIONS

Communication dated January 24, 1974 from Mr. Henry Schindel, Chairman of Visitation Valley and Sunnydale Neighborhood Coordinating Council invited the Library Commissioners to its meeting February 14, 1974 at the Visitation Valley Elementary School at 12:15 p.m.

Linda Crismond extended an invitation to attend a C.L.S.I. demonstration of the computer system to be held at the Main Library on Friday, February 22, beginning at 9:00 a.m.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 p.m., Tuesday, March 5, 1974.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

February 5, 1974

RESOLUTION NO. 712

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of January, 1974, be approved:

1422 Jr. Clerk Typist
Rayfield Ragler

3602 PT Page
Richard Carrara
Howard Chan
Helen De Michiel
Scott Dunlap
Roger Karp

3602 PT Page
Tom Yin Jr.

3616 Lib. Tech. Asst. I
Thomas Noronha

3630 Librarian I
Suzanne Lo
Marcia Schneider

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist
Laurie McGee

3602 PT Page
Larissa Dotson

3602 PT Page
Winfield Jung
Robert Kaufman
Helen Sollie
Mildred Tsen

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

February 13, 1974

Proceedings of the special meeting of the San Francisco Public Library Commission held February 13, 1974 in the Commissioner's Room, Main Library.

The meeting was called to order by President Callanan at 3:45 p.m.

On roll call, the following were noted present: Commissioners Callanan, Van der Lieth, McDonnell, and Stern. Commissioner Malone-excused.

Dr. Kevin Starr, Acting City Librarian submitted a suggested budget adjustment due to the Mayor's recommendation to cut the proposed 1974-75 Budget by roughly $2 million. Dr Starr showed that the only possible cuts would be mainly from the purchasing of books, periodicals, and the elimination of the McNaughton Plan.

Commissioner McDonnell stated that as Commissioners and trustees of the San Francisco Public Library, we submitted a budget which was demanded by our obligations to serve the people of San Francisco and to preserve the resources entrusted to our care. Under no circumstance can we accept irrational cuts involving the purchase of books and periodicals. Nor can we continue to allow personnel to work in the condemned quarters at 45 Hyde Street. Nor can we take responsibility for injury and insult to patrons for lack of security. Nor can we assume responsibility for a lack of burglar and fire alarm systems at all the branches. The proposed budget cut of Mr. Grubb, the Administrative Assistant to the Mayor, would reduce San Francisco to a second rate library and could also disqualify San Francisco of being a part of the Bay Area Reference Center system. It is practically asking the Library to be shut down.

The audience, consisting of many staff members, and concerned citizens was asked to make their comments or suggestions regarding the budget cut. One of the most effective forces to be considered on this subject is the voice of the public. It was then suggested that flyers, such as *FREE*, contain factual information regarding the budget cut. Each flyer would supply a blank form to be filled out and sent to the Mayor's Office, giving discontent of the insufficient funding that takes away the whole cause of our Library.

Because the Library constantly needs improvement in practically all departments, too many to list, the audience unanimously agreed that a cut in the proposed budget cannot be accepted if the Library is sincerely expected to operate adequately.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #716

RESOLVED, that the Library Commission hereby reject the figures of the Mayor's Office and resubmit the original 1974-75 Budget with the additional item of upgrading 45 Hyde Street (Annex Building) to suitable working conditions.

A date will be arranged for next week when the Library Commission and Friends of the Library will meet with the Mayor to discuss this crucial operation.

There being no further discussion, the meeting was adjourned at 5:05 p.m.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

March 5, 1974

Proceedings of the regular meeting of the San Francisco Public Library Commission held March 5, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:50 PM by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Van der Lieth, Stern, McDonnell. Commissioner Malone-excused.

It was moved by Commissioner McDonnell and seconded by Commissioner Stern that the minutes of the February meetings be approved. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN STARR

1. Dr. Starr informed the Commission of the City Employees strike expected to occur Thursday for the purpose of demanding higher salary, and he stated that the Library Administration respects their cause.

2. Mr. Ben F. Gaines, retired Public Relations Officer for the San Francisco Airport, spoke on the plans of the National American Red Cross who, in alliance with Federal and State Offices of the Aging, are organizing information centers in San Francisco to provide elderly, blind, or disabled persons with better knowledge of their entitled benefits. Mr. Gaines' request of the Commission was for the use of space in branches to conduct their program. The program, expected to last from late March-early April to early May, will have volunteers interviewing and passing out materials and questionaires to eligible people. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the request be granted.

3. Dr. Starr announced that he has granted permission for the temporary use of the Assistant City Librarian's Office by the San Francisco Bi-Centenial Committee.

4. Dr. Starr has been invited to give National Library Week lectures at the University of California at Santa Barbara's Library and at the Sacramento City-County Library.

5. The revised 1974-75 Library Budget was presented to the Commission by the City Librarian with changes made from an overall 11% cut to a 2% cut. The McNaughton Plan, Book Binding, and Subscriptions are restored. Commissioner Stern reiterated her opinion that it is of paramount importance that CLSI be in the proposed budget. It was stated that the CLSI computer system for the Main Library is in the budget request. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved that this proposed 1974-75 Library Budget be accepted for submittal to the Mayor's Office. Commissioner Stern commended Dr. Starr on his excellent presentation to the Mayor last month with the previously proposed budget.

6. Mr. David Murphy Personnel Officer, stated that requisitions for clerical posi-

tions were being held in the Mayor's Office.

7. The Controller's Office has withheld unencumbered balances of equipment and capital improvement programs and have transferred these funds to a Reserve account. The Library lost $92,863 from the 1973-74 budget: $45,000 from Branch Improvement; nearly $10,000 from Equipment purchases in process; and $38,000 from the original charge out system (not CLSI). These funds are to help finance next year's deficit.

8. Mrs. Karen Scannell presented the proposed changes in Branch Hours which extends hours in two branches and reduces hours at two other smaller branches in that same cluster. Bernal Branch hours are increased by requests of the patrons; and Portola Branch will be closed Monday, but will be open for full hours on Saturday. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the proposed branch hour changes for Excelsior, Visitation Valley, Merced, and Ocean View Branches be accepted on a three month trial, with a six month trial given to the Portola Branch.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi has been informed by the City Treasurer that a $10,000 U.S. Treasury Bond from the Fuhrman Fund has matured. Commissioner McDonnell will bring up its reinvestment in the Budget and Operations Committee Report.

It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern and unanimously approved that the Library Administration Reports be accepted.

FRIENDS OF THE LIBRARY REPORT
MR. DAVID YAMAKAMA, JR.

1. Much of the Friends' time is now being spent on the preliminary arrangements and organization for the Annual Book Sale in National Library Week.

2. Laura Rauch, a part time secretary in the Friends Office, passed away last month. The Friends of the Library, at sorrow for her loss, were honored that she remembered them in her will with a gift of $1,000. Ms. Rauch worked in the Friends Office for eleven years.

MAIN LIBRARY REPORT
COMMISSIONER VAN DER LIETH

Mr. Ramirez and staff are working on a report for next meeting.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL,SJ

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman Fund for the purchase of books for the month of February, 1974 in the amount of $27,533.00 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the matured $10,000 U.S. Treasury Bond be reinvested at the highest interest rate as soon as possible.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #717

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilda Perolman at the National Conference of Librarians for the Blind and Physically Handicapped in Washington, D.C., May 13-16; travel expenses to be paid out of state funds as such funds permit.

4. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #718

RESOLVED, that the San Francisco Public Library Commission hereby approves a request to reappropriate surplus of $17,545 from Retirement Allowance and $5,000 from Book Appropriation to off set deficits in the following appropriations: Personal Services (Overtime, $500; Temporary Salaries, $2,000); Contractual Services (Local Carfare, $100; Telephone, $600; Postage, $1,500; Scavenger Service, $100; Window Cleaning, $95; Rental of Office Machines, $1,200); Material and Supplies (Tires and Tubes, $100; Printing Supplies, $200; Photographic Material, $1,500; Transaction Slips, $6,050; Catalog Cards, $3,000; Toiletries, $700); Revolving Funds, $5,000.

5. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #719

RESOLVED, that the San Francisco Public Library Commission hereby approves an increase in Revolving Funds from $5,000 to $10,000 to better facilitate payments for purchasing of books.

6. The Civil Service Sub-Committee will present their report to the Affirmative Action Committee on Tuesday morning, March 12, 1974. (Note: This meeting was postponed until March 26, 1974.)

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM MALONE

L. In the absence of Commissioner Malone, it was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #720

APPROVAL, Non-Civil Service, temporary, and recertification of temporary

appointments made during the month of February, 1974. (See attachment)

Mr. Ernest J. Gaines and Mrs. Dorothy M. Casper are to be sworn into the Library Commission on March 6, 1974. Until the new Commissioners are attending the meetings, the Library Extension Report and the Community Affairs Committee Report are postponed.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G.STERN

1. The Committee on remodeling the Lurie Room has decided on the drapery material and carpeting. There has been no publicity concerning the remodeling plans at the request of the Lurie family.

2. Mrs. Stern felt it most unfortunate that the Performing Arts Center was proposed for the Marshall Square site, as it is known that the Public Library has wanted this site for quite some time to build a new library.

It was moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell, and unanimously approved that the reports of the Standing Committees be approved.

LIBRARIAN'S GUILD
MRS.JOAN DILLON

Mrs. Joan Dillon expressed the Librarian Guild's appreciation of the Commission's action on providing for adequate staff in the branches for public service and public safety. She expressed their particular thanks to Commissioner McDonnell and to the Friends for their endorsement of that principle.

COMMUNICATIONS

Lucile Mohr, who was a former Library Commissioner, passed away February 22, 1974 The Friends are hoping to start a memorial fund in her name out of gratitude for her devoted service. The Library Commission offered space at the Main Library for use by her family for Memorial Services.

It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #721

IN MEMORIUM

WHEREAS, Lucile V. Mohr, throughout a long and distinguished career, devoted her energy, ability, and vitality to the betterment of the beloved City of San Francisco, and

WHEREAS, Lucile V. Mohr inspired all those with whom she came into contact by blending her dedication to family and community into a harmony of success in both spheres, and

WHEREAS, Lucile V. Mohr, through her example of unselfishness, contributed to the advancement of the social fabric that is San Francisco by her activities in such diverse organizations as the Salvation Army, Forest Hill Association, Parent Teachers Association, Presbyterian Church, League of Women Voters, Friends of the San Francisco Public Library, to mention only a few, and

WHEREAS, Lucile V. Mohr served with extraordinary distinction on the San Francisco Public Library Commission for over a quarter of a century and shall be remembered by her numerous colleagues on this Commission over the years as a cheerful and sagacious woman of charm who loved the world of the written word, and

WHEREAS, Lucile V. Mohr's death was received with profound sorrow by the members of this Commission.

NOW THEREFORE BE IT RESOLVED, that the members of this Commission, on behalf of the staff and, indeed, all the citizens of San Francisco do hereby extend to J. Henry Mohr, Lucile's husband of more than half a century, and the other members of her family, most sincere sentiments of sympathy on her passing, and

BE IT FURTHER RESOLVED that this meeting is adjourned in silent tribute to her memory.

The next regular meeting is scheduled for Tuesday, April 2, 1974.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

March 5, 1974

RESOLUTION NO. 720

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of February, 1974, be approved:

1422 Jr. Clerk Typist
Janet McCandless

3602 PT Page
Lawrence Chan
Frank Donahue
Guillermo Elizalde
Steve Erickson
Mark Kashevaroff
Naoko Koike
Amy Lee
Michael Mak
Walter Simmons
Monica Sullivan

3602 PT Page
Margaret Tom
David Toy
Gordon Wong

3611 Library Asst.
Israel Cannon

3630 Librarian I - PT
Sue Campbell
Margaret Pavelski

3630 Librarian I
Ruth Thompson

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Julie Costanzo
James Gettys
Steven Hom
Daphne Kay
Patrick Kennedy
Cassandra Lee
Julie Minor
Michael Perdue
Anne Tassone

3602 PT Page
Bernard Washington
Roberta Won

3610 Library Asst. PT
Charles Breda
Frank Davis

7302 Audio Visual Tech.
James Shugart

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

April 2, 1974

Proceedings of the regular meeting of the San Francisco Public Library Commission held April 2, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Van der Lieth, Stern, McDonnell, Gaines and Casper. Commissioner Malone - excused.

President Callanan welcomed new Commissioners Gaines and Casper.

It was moved by Commissioner McDonnell and seconded by Commissioner Stern that the minutes of the March meeting be approved. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN STARR

1. Dr. Starr informed the Commission of the cuts in the Library's budget for the coming fiscal year, particularly the deletion of funds for the CLSI book charge out system. He gave a brief explanation of the CLSI for the benefit of the two new commissioners. He also explained that we have approximately $400,000 in State grants at stake in this project. Commissioner Stern stated that retention of CLSI at this time is crucial to the whole future of the Library. Dr. Starr then stated that the total amount deleted from the budget is approximately $129,000. Dr. Starr further inquired if the Commissioners wanted him to see the Mayor again regarding this matter before the budget goes to the Supervisors. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, to write a letter to the Mayor attempting to restore the CLSI project to the budget. Under the current system the loss of books from the Library per year amounts to more than the cost of the CLSI system.

2. Commissioner McDonnell requested information on the status of the Supplemental Appropriation Request to move the print shop and to ventilate the first floor of 45 Hyde Street. Mr. Williams of the City Librarian's office informed the Commission that the request is tabled in the Board of Supervisors Finance Committee pending final settlement of the litigation in the case. Though we have a copy of a proposed judgment, Judge Brown has not as yet made a final judgment and the Finance Committee will not act on our request until the case is settled.

3. Dr. Starr summarized his remarks made at a meeting with the Mayor on the Marshall Square issue. He stated that there is currently a growing intestest in the Bay Area in the development of a consolidation of the major library reference resources (backed by local, State and Federal funding) that would involve a consortium of the San Francisco Public Library and the major university and college libraries of the Bay Area. Commissioner McDonnell stated that if we allow this Library to become a second class library we are not going to qualify for State and Federal grants. Commissioner

McDonnell also stated that the restoration of the CLSI project would cut down on the aforementioned loss of books per year.

4. Dr. Starr made the statement that this year the Supervisors are scrutinizing the budget down to the nickel and that we are having to fight against every cut being made.

5. In response to a question by Commissioner Stern, Mr. Williams stated that according to the latest schedule all departmental budgets would be out of the Mayor's office and to the Supervisors by April 15th. Publication of Notice of Public Hearing will be April 17, 18, 19 and the Budget Summary will be in the official newspaper April 20th. The Public Hearing will be Monday, April 22nd. Therefore, any attempts to re-instate any budget items must be completed before April 15th.

6. Dr. Starr asked Mrs. Elizabeth Joiner, Janitor Subforeman, to read a letter from the janitors to him asking that their transportation rate be increased from 25¢ to 50¢. She explained that the janitors are responsible for the cleaning of two and sometimes three branches and are only allowed the 25¢ bus fare from one branch to another. She explained that should the janitors choose to travel via Municipal Railway there would be a loss to the Library of 3,489 man hours as it takes longer to travel this way. President Callanan asked if funds could be transferred from elsewhere to cover this increase in mileage rates. Mr. Williams informed those present that the amount granted in this year's budget is the same as last year's, and that there are no other funds available. Mrs. Joiner also brought out that janitors sometimes run errands for the Library besides their routine cleaning duties. At 25¢ per trip, the janitors only get 5¢ per mile. Commissioner McDonnell inquired into the possible liability to the City should the janitors be involved in accidents while using their own cars. It was decided to send a letter to the City Attorney inquiring into the City's liability re janitors using their own cars on City business. The entire matter was referred to the Budget and Operating Committee for the next meeting by President Callanan.

7. Mrs. Scannell, Chief of Branches, distributed to the Commissioners the new schedule of hours for some of the branches.

8. Miss Morris, Coordinator of Children's Services, made a presentation of the upcoming "Week of the Young Child" series of lectures; the first lecture to be presented on April 4th by Dr. Richard Farson, author of a "Child's Bill of Rights". Miss Morris also reported on the progress of the Dial-A-Story Program and that it is being copied by other libraries with great success. Miss Morris also reported on the advisory councils for children, pre-school information and decision making for children.

9. Commissioner McDonnell inquired as to what was being done regarding publicity for the library. Mr. Belch informed the Commissioners that he sent out material to the press pertaining to Library activities. Acting City Librarian Dr. Starr stated he had visited the City Editors of the several newspapers and would continue to try to get additional publicity for the Library.

SECRETARY'S REPORT
MR. GEORGE CERASY

1. $10,000 of the Fuhrman Bequest Fund was re-invested in the Federal National Mortgage Association at 7-1/4%, due 9/10/01. Considering the discounts, the yield will be about 7-3/4%.

2. The job on the installation of railings in the front of the Main Library building has been awarded. The railings are being manufactured and are soon to be installed.

3. Discouragement was expressed over the cancellation of funds for the Men's Public Rest Room on the first floor of the Main Library. This is the only public rest room for men in the entire building. Over 3,000 people come into the Library each day. This rest room only has two cubicles, one urinal and one wash basin, and the room is in poor condition as a whole and very difficult to maintain. The public deserves better than this.

4. Received carpeting from the Friends of the Library and through the help of Commissioner Stern, office furniture from Levi-Strauss consisting of desks, chairs and file cabinets. A motion was made by Commissioner Stern, seconded by Commissioner Van der Lieth, and unanimously approved, to send a letter of thanks to Levi-Strauss.

FRIENDS OF THE LIBRARY REPORT
MARY LOUISE STONG

1. The Annual Friends of the Library Book Sale is scheduled for Friday, Saturday and Sunday, April 5, 6, and 7, 1974, with a preview on Thursday, April 4th. Admission to the preview will be $3.00, members free. Admission to the sale is free. The sale is to be held in Polk Hall in the Civic Auditorium.

2. The Friends expressed their hope that the Marshall Square area can be obtained for the new Library. Commissioner Stern read an editorial from a 1909 San Francisco Examiner in which the Examiner supported the Marshall Square area for the Library. She stated that the matter was now one of the Library vs. the Performing Arts Center and that we should find out what the people really want. Commissioner Stern mentioned the fact that we have no concrete plans but that the Library is crucial to the life of the City. Commissioner McDonnell spoke of the recommendations in favor of the Library in the Arthur D. Little Company report. Dr. Starr once again mentioned the UC Consortium of Libraries and the possibility of tying in with the San Francisco Public Library. Commissioner Stern mentioned the fact of the lack of funds and that we depend on Federal and State grants to such an extent that we have no answer for the Mayor regarding the cost of the Library. Also, the fact that the Establishment is in favor of using Marshall Square for the Performing Arts Center and that the Library must make a strong fight for it. Mrs. Macduff suggested that there should be a resolution with specific plans for Marshall Square. President Callanan instructed Dr. Starr to draft a resolution regarding the use of the Marshall Square area for the new Library.

MAIN LIBRARY REPORT
COMMISSIONER VAN DER LIETH

1. Mr. Ramirez and staff are still working on their report and it should be ready for the June meeting. There was a delay because of the strike.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER McDONNELL

1. There were no Fuhrman Fund expenses during the month of March.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved that the following resolution be adopted:

RESOLUTION #722

RESOLVED, that the Library Commission hereby authorizes reimbursement of registration fees for the Census Users Conference at the Hyatt Regency Hotel, San Francisco, on March 19, 1974, for Harriet Collopy, Marian O'Donnell, and Tibby Storey, such fees to be paid out of State travel funds.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #723

RESOLVED, that the Library Commission hereby authorizes reimbursement of registration fees for the conference on Manpower Revenue Sharing, held in San Francisco on March 26-27, 1974, for Alicia Williams; such fees to be paid out of State travel funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #724

RESOLVED, that the Library Commission hereby authorizes the attendance of Deborah Cornue at the Symposium on Spanish Language Materials for Children and Young Adults to held in Austin, Texas, on April 26-28, 1974; her expenses to be paid our of State travel funds as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #725

RESOLVED, that the Library Commission hereby authorizes thirty Children's Librarians to attend the Association of Children's Librarians Annual meeting to be held in Berkeley, California, on May 9, 1974; fees to be paid out of State travel funds.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #726

RESOLVED, that the Library Commission hereby authorizes reimbursement of tuition fees for a seminar on "Functional Racism in America", being held in San Francisco March 26 to April 30, 1974, for Gilda Perolman and Anne Roughton, such fees to be paid out of State travel funds.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the Civil Service Commission be urged to hire an Affirmative Action Officer. President Callanan concurred and urged that such a resolution be drafted.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER MALONE

1. In the absence of Commissioner Malone, it was moved by Commissioner Van der Lieth, seconded by Commissioner McDonnell, and unanimously approved, that the following resolution be adopted:

RESOLUTION #727

APPROVAL, Non-Civil Service, temporary, and recertification of temporary appointments made during the month of March, 1974. (See attachment.)

LIBRARY EXTENSION

1. President Callanan appointed Commissioner Dorothy M. Casper to head this committee.

COMMUNITY AFFAIRS COMMITTEE

1. President Callanan appointed Commissioner Ernest J. Gaines to head this committee.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that more publicity should be generated regarding the different activities in which the Library is involved.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved, that the following resolution be adopted:

RESOLUTION #728

WHEREAS, Laura Rauch had worked part-time as a secretary with the Friends of the San Francisco Public Library for eleven years, and

WHEREAS, Laura Rauch died on February 20, 1974; now, therefore, be it

RESOLVED, that we as members of the San Francisco Public Library Commission recognize and appreciate the dedicated service that she has rendered to the San Francisco Public Library, the Friends, and the citizens of San Francisco, and be it

FURTHER RESOLVED, that we join in extending our sympathies to her family.

2. Commissioner Stern further stated that she had attended the services for Miss Rauch at the Community Unitarian Church and that it has been an extremely good service with several people standing up and speaking of how they knew Miss Rauch and her works.

3. Commissioner Stern also stated that Miss Rauch had remembered the Friends of the San Francisco Public Library in her will with a gift of $1,000.

COMMUNICATIONS

1. Secretary Cerasi stated that a lease under most favorable conditions had been negotiated for the grazing lands of the Fuhrman Bequest with the help of Mr. Henry Bowles. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved, that a letter of thanks be written to Mr. Bowles for his assistance.

2. Secretary Cerasi read a copy of a letter sent to the Civil Service Commission by staff member Dorothy Hood requesting that List 3632-E be given priority over a subsequent promotive list generated by the 3632 examination announced for beginning date April 20, 1974. Her reasons are based on Rule 14, Section 2, of the old Civil Service rules which were in effect at the time the first examination was given on January 8, 1974, which indicated that those on earlier lists would be given preference for positions. The matter has now gone to the City Attorney's office for an opinion. President Callanan referred the letter from Miss Hood to the Personnel Committee for the Library Commission's action on the matter.

There being no further business to transact, the meeting was adjourned at 5:40 P.M.

The next regular meeting is scheduled for Tuesday, May 7, 1974.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

April 2, 1974

RESOLUTION NO. 727

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of March, 1974, be approved:

1404 Clerk
Chris Warmoth

3602 PT Page
Melvin Henderson
Angelene King
Thomas McKenna
Vittorio Ragas
Christopher Sam

3602 PT Page
Stephen Waldman

3630 Librarian I
Lea D. Burroughs
Sharon Wong

7302 Audio-Visual Tech.
Willie Taylor

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
John Carter
Lawrence King
Wayne Lee
Michael Mak
Lennox Merritt
Jay Reif

3602 PT Page
Robert Schuelke
Jeffrey Wong

3630 Librarian I - PT
Charlene Chambliss

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

May 7, 1974

Proceedings of the regular meeting of the San Francisco Public Library Commission held May 7, 1974, in the Commissioner's Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Casper, Malone, McDonnell, Stern, Gaines and Van der Lieth.

It was moved by Commissioner Stern and seconded by Commissioner McDonnell that the minutes of the April meeting be approved. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Last month it was reported that $283,563 in Capital Improvement and Equipment funds had been frozen. Dr. Starr was happy to report that following a hearing before the Board of Supervisor's Budget and Governmental Efficiency Committee at which each item was reviewed that approximately $149,200 or 53% has been released. Mr. Williams of the City Librarian's office answered questions regarding details.

2. Regarding Commissioner McDonnell's inquiry at a previous meeting about publicity being generated for the Library the following was offered: for the period January 1 to April 26, 1974, 51 items of information were sent for the pink section of the Sunday paper of which 40 were printed. This represents 78.4 percent of the publicity sent out being printed.

3. Mrs. Zuckerman reported that the Library has, in its Rare Books Collection, letter #37 of S.P.P.M. Mongkut, King of Siam, written to Sir John Bowring in 1855. She stated that the King of Siam numbered his letters to Bowring in sequential order, and the earliest one listed in Bowring's two-volume work, The Kingdom and People of Siam, is #38.

4. Dr. Starr mentioned the fact that June 11 to 14 is Philippine Culture Week and that he will ask Mrs. Dalisay Balunsat to report at the next Commission meeting on the events planned by the San Francisco Public Library and the Filipino Community in recognition of the anniversary of Philippine Independence.

5. Regarding 45 Hyde Street, Dr. Starr read a letter from City Attorney Thomas M. O'Connor which states that the original suit regarding the overcrowding and poor ventilation had been dismissed by Judge Brown. The Supervisor's Finance Committee had tabled this request because of the pending litigation. Since the legal action is concluded we will now ask that the Request for the Supplemental Appropriation be reactivated.

6. Dr. Starr read from a report of the Main Library Task Force under

Commissioner Van der Lieth which has studied space needs in all the Main Library Departments and how they can best be utilized. The Special Task Force will review the analysis and make recommendations as to the best use of available space. The meeting of the Task Force is tentatively scheduled for Thursday, May 16, 1974.

7. Dr. Starr further reported on a conversation he had on May 6, 1974, with Mr. Tolan and Mr. Mellon regarding the possibility of a bond issue for a new building to replace the 45 Hyde Street Annex and that he was informed they would help us meet the May 20 deadline for a November bond issue. He also mentioned a letter from Mayor Alioto which suggests the use of the 45 Hyde Street location for a Library Annex, and a letter from President Hitch of the University of California about the possible use of the Marshall Square area for a Regional Library Center. Commissioner Stern brought out the fact that two weeks is not enough time to plan for a bond issue and that we should have a master plan for the entire Civic Center area including the old High School of Commerce presently used by the Board of Education; the parking lot between that building and the Opera House; the Marshall Square site; and even the old Orpheum Theatre. Dr. Starr went on to quote the Arthur D. Little Company report on the use of the Marshall Square Area for the new Library. Mr. David Belch read from the Bolles Report of 1964 which stated that any addition to the Library would not harmonize with the floor space now in use and would not solve the problem of the first floor being on several different levels. This report also stated that the renovation would put the main entrance to the Library on Fulton Street and leave the present front steps as an ornamental feature only. The plan called for the demolition of 45 Hyde Street as well as the eastern projection of the Main Building substituting an addition consisting of three floors and extending fully to Hyde Street. Mr. Bolles was also the architect on the Arthur D. Little Company report of 1970. The cost of this remodeling was $11,000,000 in 1970 and would accomplish the same thing as the Bolles Report of 1964. Commissioner Malone stated that a great library in the center of San Francisco would be of more benefit to a greater portion of the people than a Performing Arts Center which would benefit only a portion of these people. Commissioner Stern brought out the fact that she had received a letter from a young man about the use of the Orpheum Theatre as a Performing Arts Center. The letter stated that the Orpheum Theatre was originally planned as part of the Civic Center. Commissioner Stern further noted that we are just one part of the whole Civic Center problem. Commissioner McDonnell expressed the feeling that no bond issue will pass an election and that to go before the Supervisors without proper planning to ask for a bond issue is suicidal. The way around a bond issue is to form a non-profit corporation and that seems to be the way the Performing Arts Center issue is going to be settled. Commissioner McDonnell further stated that we should protest to the Board of Supervisors their forming any more non-profit corporations such as San Francisco Stadium, Inc., which owns Candlestick Park. A motion was made by Commissioner Van der Lieth, seconded by Commissioner Malone and unanimously approved that Dr. Starr write to Mr. Tolan stating that a bond issue at this time would be premature due to lack of proper planning. Commissioner

Stern further stated that we should ask the City to plan for a whole new Civic Center Master Plan, in order to preserve the wonderful quality of our Civic Center. President Callanan stated that he had a discussion with Mr. Tolan on May 6 about the possible expansion of Federal Facilities in the Civic Center and that Mr. Tolan even suggested the possible use of 50 Fulton Street, now a Federal Building, for a Library Annex. The building at 50 Fulton Street has about 300,000 square feet, the same area proposed for the library at Marshall Square. When Mr. Tolan was questioned regarding the actual availability of 50 Fulton he replied that the Government is planning the construction of two new buildings in the Civic Center area which would encompass 1,000,000 square feet. After the two new buildings are built, both 50 Fulton and 100 McAllister buildings would be free. Commissioner McDonnell stated that surplus federal property can only be obtained from GSA after it has been actually declared surplus and that no one knows what the Federal government will do with their surplus property. President Callanan also mentioned the fact that Hastings Law College wants to acquire that whole block opposite the Library for their expansion, up to Golden Gate Avenue, and that they already own some of this property and are trying to acquire the rest. President Callanan also stated that there might be a possibility of combining the needs of Hastings Law School with those of the Library. Dr. Starr stated that when he called on President Hitch of the University of California, he mentioned the possibility of combining all the libraries into one center for the entire area. This is a fact that is going to occur in the next twenty to twenty-five years and why not in San Francisco rather than San Jose or some other area? Dr. Starr further stated that he wants San Francisco to be a part of the larger library world that is going to come true in the future. San Francisco is already one of the major library cities in the United States once the private libraries are taken into consideration, such as the Mechanics Institute and others. Commissioner Stern said there should be some way of answering the Mayor's letter bringing out the fact of this future Consortium. It is not happening just now but it is sure to happen in the future. She further stated that this is what a Master Plan is for--to plan for the future, not for just now. We need to be the Core City for the unification of libraries. Commissioner Van der Lieth stated that we were promised the Marshall Square site and now it is going to be taken away from us and that she feels that for the good of San Francisco we have a right to press for this site as our own. Dr. Starr said that the state cannot possibly support the four library systems it now has: The State University System, the University of California System, the Community College System and the Public Library. There has to be a unification.

8. Commissioner McDonnell asked Dr. Starr who was responsible for the television commercial on the San Francisco Public Library which Commissioner McDonnell thinks is very effective. Dr. Starr said that it was contributed through Ira Zuckerman, husband of one of our librarians, Mrs. Louise Zuckerman. Mr. Zuckerman works with the advertising agency responsible for the commercial. Commissioner McDonnell suggested that Dr. Starr write a letter of thanks to Mr. Zuckerman for his efforts on the Library's behalf.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi read the following resolution, which was requested by the Library Commission and which has been sent to the Mayor, Board of Supervisors, and the Chief Administrative Officer:

RESOLUTION #729

WHEREAS, the Main Library of the San Francisco Public Library, built over a half-century ago, is woefully inadequate and has been so recognized since the Greenaway Report (1958) (which declared it the least functional building in use by a large public library in the United States, and

WHEREAS, it was determined by the Bolles-Mohrhardt-Ulveling Report (1964) and the Arthur D. Little Report (1970) that Marshall Square is the only appropriate site in San Francisco for construction of a new Main Library facility, and

WHEREAS, the San Francisco Planning Commission reviewed these reports concurred in that conclusion, and in its Six Year Capital Improvement Program, issued 20 January 1970, approved the inclusion of a bond issue for a new Main Library on the Marshall Square site, and

WHEREAS, the California State Library, based on the announced intentions of the City of San Francisco to make solid progress toward the necessary improvement of the Library system and the Main Library facility, designated San Francisco Public Library as a "Regional Resource Center" and has provided $1,406,535 since 1967 to assist the Library in meeting the standards set for such regional reference centers, and

WHEREAS, the U.S. Department of Housing and Urban Development, based on the same presentation by the City of San Francisco, advanced $125,000 for the Arthur D. Little study and proposed building program, and

WHEREAS, there is currently a growing interest in the Bay Area in the development of a consolidation of the major library reference resources (backed by Local, State, and Federal funding) that would involve a consortium of the San Francisco Public Library and the major university and college libraries of the Bay Area, and

WHEREAS, the ideal location for such a facility would be Marshall Square, and

WHEREAS, we have been notified that there is currently a plan to rededicate Marshall Square for use as the site of a Performing Arts Center, now, therefore be it

RESOLVED, that the San Francisco Public Library Commission

hereby expresses its unanimous opposition to the use of the Marshall Square Site for any purpose than the construction of a new Main Library.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved to accept the Library Administration Reports.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David Yamakawa, Jr., reported that proceeds from the book sale were roughly $22,000 and the Friends are now deciding how to spend this amount. They have more requests than they can possibly honor and a decision will have to be made as to how this money is to be applied. They have a lot of good ideas, some from the Staff, some from the Friends and some from unknown sources. Mr. Henry Bowles, the Chairman of the Budget Committee, and Mr. Yamakawa are now deciding how these funds should be spent.

2. Mr. Yamakawa reminded the Commissioners about the ceremonies in connection with the opening of the Lurie Room on Monday, May 13, 1974, the opening of Library Week.

3. President Callanan expressed the deep appreciation of the Commission over the help the Friends give to the Library and for the Financial support which they give to all the different programs.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. It was decided to wait until after the meeting of the Task Force Committee on May 16th for a report on the Main Library Committee.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved to accept the expenditures from the Fuhrman Fund for the purchase of books for the month of April, 1974, in the amount of $516.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved that the following resolution be adopted:

RESOLUTION #731

RESOLVED, that the Library Commission hereby authorizes the attendance of Dr. Kevin Starr at the American Library Association Conference in New York City, July 6-13, 1974; expenses to be paid out of regular Library travel funds, as such funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved that the following resolution be adopted:

RESOLUTION #732

RESOLVED, that the Library Commission hereby authorizes the attendance of William Ramirez, Anne Kincaid and Eunice Parker at the American Library Association Conference in New York City, July 6-13, 1974, expenses to be paid out of State funds, as such funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #733

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert McNamee and Edith O'Donnell at the American Library Association Conference in New York City, July 7-13, 1974, and pre-Conference Institutes, July 3-6, 1974; expenses to be paid out of B.A.R.C. funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved that the following resolution be adopted:

RESOLUTION #734

RESOLVED, that the Library Commission hereby authorizes the attendance of Effie Lee Morris and Linda Geistlinger at the American Library Association Conference in New York City, July 6-13, 1974, and for Effie Lee Morris to attend a pre-Conference Institute in Madison, New Jersey, July 3-6, 1974; expenses to be paid out of Early Childhoood Education Program funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved that the following resolution be adopted:

RESOLUTION #735

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the American Library Association Conference in New York City, July 6-13, 1974; partial payment of expenses to be paid from the regular Library travel funds.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved that the following resolution be adopted:

RESOLUTION #736

RESOLVED, that the Library Commission hereby authorizes the attendance of Carl Cox at the American Library Association Conference in New York City, July 6-13, 1974; partial payment of expenses to be paid from State travel funds.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #737

RESOLVED, that the Library Commission hereby authorizes the attendance of Carol Zajchowski, Sue Critchfield and Johanna Goldschmid, at the bi-yearly meeting of the California Public Library Systems Reference Centers at the Los Angeles Public Library, Friday, May 10, 1974; expenses to be paid from B.A.R.C. funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Stern and unanimously approved that the following resolution be adopted:

RESOLUTION #730

APPROVAL, Non-Civil Service, temporary, and recertification of temporary appointments made during the month of April, 1974. (See attachment.)

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines commented that he had been visiting the different branch libraries to see what type of programs they had, and had noticed some very fine programs for children, even pre-school age, but very little for teenagers and young adults and hardly anything for adults, particularly in the Ethnic areas. He cited the example that we have no Japanese speaking librarian at the Western Addition Branch and no Spanish speaking librarian at the Mission Branch. He stated that we need these specialized librarians in order to reach out into the community and communicate with the people. Dr. Starr explained that it was because of Civil Service regulations that we cannot just hire anyone who is qualified but that they have to take the Civil Service examination and get on the list and very few of these talented people are willing to wait for these processes, but find jobs sooner in other library systems or even with private corporations.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report

COMMUNICATIONS

1. None.

There being no further business to transact, the meeting was adjourned at 5:10 P.M.

The next regular meeting is scheduled for Wednesday, June 5, 1974.

Respectfully submitted

GEORGE CERASI
Secretary
San Francisco Public Library Commission

May 7, 1974

RESOLUTION NO. 730

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of April, 1974, be approved:

3602 PT Page
Mignon Abelyn
Walter Bielski
Michael Bowman
Harry Dea
Jennie Fong
Bronwyn Haran
Ivy Hom
Terence Madden
Sonia O'Connell
Anita Perman
Julianne Reidy
Dana Rodriguez
Alejandro Sanchez
Jack Stone

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist
Janet McCandless

1444 Clerk Stenographer
Dale Richardson

3602 PT Page
Kenneth Anderson
Peter S. Browne
Sharlene Carlson
Lawrence Chan
Dorothy Chee
Michael Clark
Christine Ettlin
Ronald Gluckman
Alan Kitashima
Stephen Murtha
Juan Pavageau
Chris Mathisen Jr.
Bette Wilgus

3630 Librarian I
Lea D. Burroughs

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

June 5, 1974

The regular meeting of the San Francisco Public Library Commission was held ~~July~~ June 5, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Gaines, Malone, McDonnell, Stern, Van der Lieth and Casper.

It was moved by Commissioner McDonnell and seconded by Commissioner Stern that the minutes of the May meeting be approved. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dr. Starr informed the Commissioners that the last portion of the frozen funds has been released in the amount of $46,700. This is for lighting improvements at four branches. The old chandeliers are to be replaced by fluorescent lighting. There is no way that the chandeliers can be kept and the new lighting added because the same access holes will have to be used. The present lighting level is seven foot candles against the recommended 70 foot candles for libraries.

2. Dr. Starr also reported that of the supplemental appropriation request to ventilate 45 Hyde Street and to move the printing operation out of the area, the $20,500 portion to move the print shop has passed the Board of Supervisors. Supervisor Nelder, however, suggested that the Library come back for another try at solving the ventilation problem. This is the first positive action after twelve years of trying, including a lawsuit.

3. The Early Childhood Education Program has been re-funded for the year 1974-1975 in the amount of $42,307. Dr. Starr asked Miss Morris, director of the program, to give a report on Early Childhood activities. Miss Morris read a letter from Mrs. Crockett, State Librarian, congratulating the Early Childhood Program on the progress made in its programs and wishing it continued success. Miss Morris explained that the emphasis for Early Childhood will continue to be the pre-school program and the summer reading program which this year is titled "Any Me I Want to Be" and will stress the rights of the child, and also include activities for the whole family.

4. Dr. Starr informed the Commissioners that John Fetros, former General Reference librarian, is now the head of the Order Department. Mr. Fetros has recently published a book on sports. He has also published extensively in library journals.

5. Mrs. Dalisay Bocobo-Balunsat gave a brief report on the activities planned for the "Filipiniana" Exhibit to be held in connection with Philippine

Cultural Week from June 11 to 14, 1974. She gave a listing of some of the dignitaries who will attend these festivities and what activities are planned. A prominent part will be a display of the work of Philippine writers both in English and Tagalog to be held on the 3rd floor of the Library. This exhibit will continue through July 31st. The activities are part of the City-wide celebration of Philippine Independence on June 12th.

6. Dr. Starr announced that five employees of the Library have been awarded scholarships in either library school or the library technical programs. They are Bradford Huie of the Art Department; Alice Jacobs, West Portal Branch; Tamara Lewis, History Department; James Velarde, Glen Park Branch; and Grant Williams, Science Department. They will receive $1,000 each. Dr. Starr emphasized that this is the most important affirmative action program.

7. The Library has received a PLSA grant of $21,399 for its 1973-1974 application. Dr. Starr is now in the process of determining how these funds will be spent.

8. The Commissioners were informed by Dr. Starr that we have had five clerical positions frozen. He invited Mrs. Scannell, chief of the branches, to explain what the implication of these frozen positions is and what happens when either clerks or librarians are absent. Mrs. Scannell explained that not only the freezing of positions but also the longer delay in filling a position, even when it is not frozen, imposes a hardship on the heads of the clusters. People have to be moved about to fill in for absent personnel in order to keep the branches open. The present policy is to have two staff members present at all times or to close the branch until there are two present. In branches that only have two staff members when one is absent another person must be brought from another branch to fill-in or the branch has to close. For the month of May staff members, even principal librarians, had to fill in for other personnel at other branches 68 times. Dr. Starr added that this also represents a great morale problem.

9. Dr. Starr added that Mr. David Murphy, Director of Personnel, is in the process of writing job descriptions with a view to acquiring some EEA positions in July. Dr. Starr has been told that the Library will be favored in the distribution of jobs. Commissioner Van der Lieth objected to the up and down change in branch hours and was informed that the changes were never up but always down. Commissioner McDonnell suggested that some publicity should be generated to keep the public informed about the necessity for changing branch hours. Dr. Starr added that in thirty days the Commissioners would have a proposal presented to them taking into consideration positions available, regarding vacation hours and other factors

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved to accept the Administration reports.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David Yamakawa reported that the Friends had a board meeting devoted to three things: the program for the year 1974-1975; the budget for the same period; and the question of what the Friends can be doing in connection with the future of the Main Library. In connection with the budget, Mr. Yamakawa reported that they would be preparing it in a format which could be published either in the Official Bulletin or in "Free". He gave at this time a brief summary of what that budget is. The Friends are able to make available to the Library for direct expenditure approximately $23,000. This is almost all the revenue from the book sale which means the Friends can support their own administration from memberships and other contributions.

2. Mr. Yamakawa further reported that the Friends have taken up a commitment in connection with five other projects which they could not fund from their own sources but they are seeking funding from other sources.

3. The Friends have made a new editorial policy to use "Free" in order to recruit more volunteers and a chance to obtain either cash or equipment in kind which they could not fund on their own.

4. The Friends plan to marshal their advisory committee in order to garner the support of the business community for the benefit of the San Francisco Public Library.

5. The Friends budget outside of special grants which are earmarked for special projects is almost $53,000. They are soliciting support from other sources to be used for scholarships.

6. The committee adopted the following resolution:

RESOLVED, that the Friends of the San Francisco Public Library cooperate with the Library Commission in seeking a solution to the future Library building program and urge the Commission to seek the leadership of the Mayor in setting in motion a positive program for the immediate future of the library.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. Commissioner Van der Lieth has been meeting with Mr. William Ramirez, Chief of the Main, and other staff members and she asked Mr. Ramirez to give the report to the Commission.

2. Mr. Ramirez reported that the solutions sought by the Ad Hoc Task Force were primarily to make this building last for another five to ten years.

Short of a new building for the Main Library we have to make do with the available space and project as to how long it can possibly last within the confines of this building. The committee has limited its recommendations to the use of the basement area which is the immediately available space. The committee agreed that the Library's most critical need now and for the next several years is for storage space. Modifications could be made to some of the other areas such as the Literature and History reading rooms by building second levels above them but the cost would be prohibitive and public access to these second levels would have to be by stairway which would make this type of utilization very ineffective. Physical reorganization of Main Library departments would be contingent on moving significant amounts of materials which are now within the purview of these departments, and the best answer to that is movement to the basement area. Inasmuch as the Task Force has been charged with finding additional space, we suggest two ways to do this: One is by continuing the wooden shelving down as far as it can go toward the East end of the building, thereby doubling the basement's present capacity; the other is to install compact storage units which are available on the market and which would quadruple the space in the basement area but at significantly higher cost. The Task Force is presently estimating the cost of these two alternatives. By adding to storage capacity, by carefully weeding materials now stored, by determining in which collection areas further growth will be encouraged the next few years, and by using microforms in place of full size materials wherever possible, the augmented space in the basement area will enable the Library to continue to add resources for the next five to ten years. If the cost is appreciable, perhaps the solution can be found in either purchase or lease of storage space remotely located from the Library from which material can be retrieved as needed. These recommendations are not a substitute for a unified Main Library but seem to be the only feasible alternatives to the pressing need for space. A more complete final report will be submitted at the July 2, 1974, meeting. The cost of any of these solutions may be close to $250,000.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the expenditures from the Fuhrman Fund for purchase of books for the month of May, 1974, in the amount of $19,092.04 be accepted.

2. A $5,000 Treasury bond in the Fuhrman Fund has matured and the proceeds are available for reinvestment. The City Treasurer's recommendation is a Federal Land Bank Bond bearing interest at 7.1%, with purchase price of 95-12/32. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that this bond be purchased tomorrow unless an instrument with a higher yield becomes available by then.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #738

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Urban Cable Television and Community Programming Conference at Laney College, Oakland, May 18-19, 1974; registration fee to be paid from regular Library travel funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved that the following resolution be adopted:

RESOLUTION #739

RESOLVED, that the Library Commission hereby authorizes the attendance of Eleanor James at the Management Education for Secretaries Program at the Clift Hotel, San Francisco, June 5, 1974; registration fee to be paid from regular Library travel funds.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #740

RESOLVED, that the Library Commission hereby authorizes the attendance of Alicia Williams at the Effective Techniques for Affirmative Action Workshops held at the University of California at Los Angeles May 15-16, 1974; registration and expenses to be paid from State funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Van der Lieth, and unanimously approved that the following resolution be adopted:

RESOLUTION #741

APPROVAL, non-Civil Service, temporary, and recertification of temporary appointments made during the month of May, 1974. (See attachment).

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines commended Mrs. Balunsat on all the publicity generated

for Philippine Cultural Week and all the work she has done on it. He also commented on some adult programs he had seen at some of the branch libraries and had found them very brief and very tasteful, he also commended Miss Anne Kincaid, Coordinator of Adult Services, for her help with these programs. Dr. Starr stated that the Friends are now subsidizing these branch programs by $1,000 more which also helps with the publicity.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern commented on what a marvelous addition to the Library the Lurie Room is. She also congratulated Commissioner Gaines on all the Emmy's garnered by his "Autobiography of Miss Jane Pittman" and on his being named Alumnus of the Year at San Francisco State University last week.

COMMUNICATIONS

1. Secretary Cerasi read a letter from City Attorney Thomas M. O'Connor in which he states that the City is liable for accidents incurred by Library personnel driving their personal autos on Library business.

There being no further business to transact the meeting was adjourned at 4:48 P.M.

The next regular meeting is to be held Tuesday, July 2, 1974, at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

June 5, 1974

RESOLUTION NO. 741

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of May, 1974, be approved.

2716 Janitor Sub-Foreman
Olivia Chatman

3602 PT Page
Herbert Anderson
Helen Campagnet
Su Chan
Steve Corey
Dennis Cruz
Jennifer Futernick
Carletta Jackson
David Johns

3602 PT Page
Herbert Lee
Michele Lee
Kaoru Matsumoto
Steve Radcliffe
Craig Romon
David Stead
John Temme
Louise Zwick

3630 Librarian I
Shirley McLaughlin

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1424 Clerk Typist
Claude Etta Bradford

1630 Account Clerk
Stephen Baldocchi

3602 PT Page
Morris Hodges
Mark Kashevaroff

3602 PT Page
Joseph O'Brien
Nicholas Poulos
Jane Rogers
Edwin Young

3616 Library Tech. Asst. I
Richard Koler

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

July 2, 1974

The regular meeting of the San Francisco Public Library Commission was held July 2, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:35 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Casper, Gaines, Malone, McDonnell, Stern and Van der Lieth.

It was moved by Commissioner McDonnell and seconded by Commissioner Van der Lieth that the minutes of the June meeting be approved. There being no objection, it was so ordered.

Commissioner Stern, Head of the Search Committee for a new City Librarian, issued the following statement:

At an executive session of the Commission last Wednesday, June 26, 1974, it was the unanimous decision of the Commission to appoint Dr. Kevin O. Starr as City Librarian. This decision was reached after much consideration and consultation with library experts all over the country. Also, after several meetings of the Search Committee it was decided that any search for a new librarian while Dr. Starr held the Acting job would be considered as phony, and that no one would want to risk his present job to be interviewed for a job they might not get. Other members of the Search Committee were: Commissioner Malone, Miss Mary Louise Stong, representing the Friends of the San Francisco Public Library, Mr. Tom Fowler of the Librarian's Guild; Mrs. George Washington Garner, a former commissioner, who was never able to attend any meetings; Mr. Geller and Mrs. Bertha Hellum, representing the public.

President Callanan then congratulated Dr. Starr on his appointment and stated that he believed that Dr. Starr "possesses those rare qualities of intellectual brilliance, inexhaustible energy, dedication and commitment to serving the public, that has lead the Commission to believe that we have chosen a man who can bring about a renaissance in our library system". He also stated that Dr. Starr had impressed the Commission with his performance on the job during the past ten months.

Dr. Starr, a native of San Francisco, obtained his bachelor's degree in English from the University of San Francisco and a Master of Arts and Doctor of Philosophy in English and American Literature from Harvard University, where he served as an associate professor before returning to San Francisco; he has also obtained a Master of Library Science degree from the University of California at Berkeley and is the author of the historical narrative Americans and the California Dream.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dr. Starr gave the Commissioners the break-down on the PLSA budget as follows:

Personnel	$ 8,700
Personnel Enrichment & Travel	3,500
Equipment	8,389
Library Materials	750
Total Grant	$21,339

There being no objection the PLSA budget was unanimously approved.

2. Two days ago Dr. Starr met with the Mayor concerning a Resolution outlining the position of the Commissioners regarding the Marshall Square Site. There will be a hearing on July 25th at which Dr. Starr will represent the Commissioners. The hearing will be held at 3:30 P.M. in Room 282 of City Hall. There are no other public hearings before that one. Mr. David Belch, of the Public Relations Department, is preparing detailed documents on the whole situation of designating Marshall Square for a new Library.

3. Dr. Starr presented a proposed draft of legislation for the establishment of a Special Collections Fund. Dr. Starr had called on Mr. Thomas O'Connor, City Attorney, for legislation enabling the Library to sell duplicates from the Special Collections Department and other items not pertaining to the Special Collections Department collection policy and have that money revert to a special fund for the enrichment of that collection.

   Commissioner McDonnell mentioned that there are private individuals and movie companies using the Library and getting free access to some of the photographs and other items in the Special Collections Department and reproducing them for commercial profit. He suggested the possibility of a fee being charged to those individuals who are using these collections for profit only and that the monies collected from these fees be deposited in the proposed Special Collections Fund. Dr. Starr added that he would expand the proposed ordinance and bring it back to the Commissioners at the next meeting.

4. Affirmative Action. Within the Charter provisions is one that permits an employee to take up to half time off with pay to attend classes in order to obtain degrees. Two San Francisco Public Library staff members, Shirley Mack and Even Brown, made brief statements about their experiences in this program. They both thanked Dr. Starr for his support and gave their pledge to continue their studies in the fields of Library Science and related studies.

5. The Bay Area Reference Center has been re-funded. We requested $237,227 and received $236,277. This is a cut of only about $600. This is the most complete funding that B.A.R.C. has ever received and the program is fully funded for one more year.

6. The California Video Resource Project is now funded in the amount of $155,966 and Dr. Starr asked Mr. Roberto Esteves to give a report on

this project. Mr. Esteves recalled that two years ago there was a policy statement submitted to the Commission regarding the use of Video and Cable in the Library system. This report is now in its third printing and San Francisco's Library has made news around the country with its proposal for a Video and Cable Television program. This new Video Resource Project is funded for the next two years and will be doing internal programming as well as educational use.

At this point Dr. Starr interrupted his report to relinquish the floor to other citizens who wanted to speak to the Commission. With the concurrence of President Callanan the floor was then given to Mr. Gerry Hipps of Local 400 who spoke against the appointment of Dr. Starr without due consideration given to the majority of the City's librarians, most of whom are women, and asked the Commission to rescind this appointment. If they did not, he promised a lawsuit on behalf of these other librarians. Mr. Hipps stated that the qualifications for the job called for ten years of progressive library experience and this, he pointed out, Dr. Starr lacks. Commissioner McDonnell then reminded Mr. Hipps that the City Librarian's job is an exempt position and need not abide strictly by the job description.

Next, Mr. Gary Analla, on behalf of Sheriff Richard Hongisto, thanked the Commission for the library work being carried on with the jail inmates and expressed how pleased they were with the fact that with all the cuts in service and funds, the library service to the jails remained intact.

Ms. Stephanie Row introduced the Senior Citizens Groups present at the meeting: Mrs. Pentridge, Mrs. Brown, Mr. Ryan, Mr. Oliver and Mrs. Westlake, all from the Granada Hotel; Mr. Lydon, from the Alexis Towers; and Mr. and Mrs. Yip from the Clementina Towers. The group of senior citizens was present to protest the suspension of the Whole World Mediamobile service for lack of a driver, one of the cut positions. The Commission heard from two representatives of the group both of whom were quite emphatic that without The Whole World truck they would have no library service, as some of them were not able to come to the library.

CITY LIBRARIAN'S REPORT (CONTINUED)
DR. KEVIN O. STARR

7. Dr. Starr then stated that 59 positions have been cut from the budget for the Fiscal Year 1974-75 from the Brooklyn Public Library and that the Los Angeles Public Library faces a cut of over 29 positions. Cleveland Public Library finds itself cutting service at some of the branches by as much as two days per week. Across the country Public Libraries are facing what we are facing now: a disastrous slash in page hours and the freezing of funds by their governing bodies. Our total cut comes to 22 full-time positions counting the cut in page-hours. When certain positions are cut, they are cut in such a way that there is no possibility of moving one person from one job to another. There is only one way to rectify this and that is by way of a supplemental appropria-

tion which was approved by the Commissioners via a telephone poll and which has been submitted to the Mayor and is now before the Board of Supervisors; this supplemental appropriation is in the amount of $169,110. The supplemental appropriation has been approved by the Mayor's office and now only awaits the setting of the tax rate by Mr. Nathan Cooper, the City Controller, before it can come to a hearing before the full Board of Supervisors. There being no objections to the motion which was previously discussed with the Commissioners by telephone, the motion was approved. Dr. Starr further stated that under C.E.T.A. (Comprehensive Employment Training Act) there would be 100 positions coming to San Francisco and that he hoped that many of these positions would be coming to the Library. Regarding the cut in page-hours, the only kind of money now available is revenue-sharing and the Library has an application in for some of these funds. If neither the supplemental appropriation nor the soft-money come through, Dr. Starr stated that he would have to come before the Commissioners and ask for drastic cuts in services and hours in both the branches and the Main Library.

Mrs. Karen Scannell, Chief of Branches, then presented a new schedule of Branch hours, a realignment which would make the smaller branches self-sufficient and would cut the number of trips needed by members of other branches in order to keep some of these smaller branches operating at their present schedule. Mrs. Scannell then asked for approval of this part of the proposal. Commissioner McDonnell moved that the new hours be adopted, the motion was seconded by Commissioner Van der Lieth. After a brief discussion, the motion was carried. Consideration of the second part of the proposal, which would deal with staffing cuts, was postponed pending a special meeting of the Commission which will be called at the convenience of the Chair. There is no way that any certain knowledge on the supplemental appropriation, or anything else, can be had before July 15th.

A representative of the Friends of Noe Valley took the stand to express their disapproval of the cutting of branch hours. She presented the Commissioners with copies of letters they have written to Dr. Starr and to Mrs. Scannell and asked that the Commissioners consider their petition before the next meeting of the Commission.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi introduced Miss Mimi Mueller of the Bernal Heights Association who spoke on behalf of the lighting improvements at Bernal Heights Branch. She stated that the people of Bernal Heights like the building the way it is with the chandeliers. Dr. Starr explained that the Department of Public Works had stated that they could not drill through solid concrete in order to install the new lighting and that they would have to use the present holes that are used for the chandeliers. Miss Mueller asked that before anything this drastic be done that they be consulted on it. She was assured by Mr. Cerasi that the Library would be notified by DPW before any changes are made.

It was moved by Commissioner Casper and seconded by Commissioner McDonnell to accept the Library Administration reports, there being no objection, it was so moved.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Mr. David Yamakawa, Jr., reporting -- no report.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. Commissioner Van der Lieth postponed her report for the next meeting.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. There were no expenditures from the Fuhrman Fund for the month of June, 1974.

2. $150,000 is presently available for re-investment from the Fuhrman Fund. It was moved by Commissioner McDonnell and seconded by Commissioner Malone that this be invested in Certificates of Deposit for 364 days at 9-1/4%. There being no objection, it was so ordered.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution, approved by telephone vote June 21, 1974, be reaffirmed:

RESOLUTION #742

RESOLVED, that the Library Commission instruct the City Librarian to submit a Supplemental Appropriation Request to re-fund the permanent positions frozen by the Board of Supervisors in the amount of $91,956 and to increase Wages-Temporary by $77,154 to provide the same hourly level as the preceding year, the total request to be $169,110.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be approved:

RESOLUTION #743

RESOLVED, that the Library Commission hereby authorizes the attendance of David Murphy at a seminar on Labor Relations and Library Management to be held at the University of California, Santa Cruz, July 12-13 and July 19-20, 1974; registration and expenses to be paid from regular Library travel funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be approved:

RESOLUTION #744

RESOLVED, that the Library Commission hereby authorizes the attendance of Robert Schmidt at the Public Library Clinic presented by the University of Denver Graduate School, August 5-10, 1974; tuition to be paid from State funds.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #745

APPROVAL, non-Civil Service, temporary and recertification of temporary appointments made during the month of June, 1974. (See attachment).

LIBRARY EXTENSION
COMMISSIONER DOROTHY H. CASPER

1. No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. The print shop will be moved to the basement of the Main Library from its present location at 45 Hyde Street by the end of the year.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No further report.

COMMUNICATIONS

1. Mr. Cerasi read a letter to the Library Commission from Raymond H. Clary recommending to the Commission the appointment of Dr. Kevin Starr as City Librarian.

2. Mr. Cerasi read a copy of a letter to Supervisor Dianne Feinstein from the San Francisco Housing Authority asking for the reinstitution of the "Whole World" mobile library unit by not freezing the library assistant position.

3. Mr. Cerasi read a letter to Mr. Callanan from Susan Faust, Children's Librarian at Eureka Valley Branch enclosing a petition drawn up by the children of Eureka Valley expressing disappointment that the folders for the summer reading program were late this year.

There being no further business to transact, the meeting was adjourned at 5:55 P.M.

The next regular meeting is to be held Tuesday, September 3, 1974, at 3:30 P.M.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

July 2, 1974

RESOLUTION NO. 745

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of June, 1974, be approved:

3602 PT Page
Yoshiko Bakhtiary
Daniel Beery
Constance Boggess
Robert Bowman
Lawrence Chang
James Connolly
Kathryn Cox
Eugene Dawydiak
John Figone III
Karen Fong
Robina Frazier
Susan Kurtz
Robert Lauriston

3602 PT Page
Deborah Liu
Joseph Naughton
Janet Ruffoni
Stephanie Staudenmaier
Mildred Tsen
Diane Volken
Edward Wong
Jolene Wong
Maurice Woods

3616 Library Tech. Asst. I
Walter Asbey

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist
Richard Kelly
David Kesten
Sloane Thomas

1424 Clerk Typist - EEA
Rose LaBoone

3602 PT Page
Stephen Albert
Janice Brown
Dennis Cruz
Peri Drake

3602 PT Page
Scott Dunlap
Steve Erickson
Luis Espinoza
Roger Gonzales
Matthew Goodwine
Claudia Lee
Martin Lince
Thomas McKenna
Louis Pecek Jr.
Anita Perman
Marla Powers
Melissa Williams

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

September 3, 1974

The regular meeting of the San Francisco Public Library Commission was held September 3, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

A moment of silence was observed in memory of former Mayor John Shelley who passed away Sunday, September 1, 1974.

On roll call, the following were noted present: Commissioners Callanan, Malone, McDonnell, Stern, and Van der Lieth. Commissioners Casper and Gaines were excused.

It was moved by Commissioner McDonnell and seconded by Commissioner Van der Lieth that the minutes of the July meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dr. Starr introduced several staff members anouncing changes in their duties or activities: Mrs. Vivian Goodwin, Administrative Deputy to the City Librarian; Mrs. Eunice Parker, Assistant Chief of Branches and member of the Advisory Council representing the Affirmative Action Committee; Mrs. Joan Dillon, Head of Catalog Department; and Debra Prado, graduate of a Clerk-Steno Training program and now in the Commission Secretary's Office.

2. Dr. Starr introduced Mrs. Parker who spoke about Minority Recruitment assistance. The San Francisco Public Library proposes to increase its program of recruitment and award, of scholarships to minority persons for graduate library education under provisions of the State Library administration and LSCA Title I grant.

3. Tom Fowler announced that a volunteer committee from the Librarian's Guild has prepared a recommendation for Branch service hours and staffing.

4. Ms. Linda Geistlinger and Ms. Kay Roberts asked for some dialogue with the Library Commission, informally. Possibly on Friday, September 27, 1974, at 8:00 A.M.

5. Miss Effie Lee Morris reported that the Summer Reading Programs around the Theme "Any Me I Want To Be" were very successful. Also, pre-schoolers will now be entitled to their own library cards this Fall, and Children's Services librarians will be visiting classrooms around the city.

6. Mrs. Goodwin reported the completion of the revised Plan of Service to be adopted as Resolution #752. A minor addition relating to children's services will be made on it by Miss Morris before it is sent to the State Library. Also ready for approval as Resolution 749 was the measure to establish a Special Collections Fund. However, the schedule of fees to be charged for photographic reproduction of material in the Special Collections Department which would accrue to this fund is not yet ready. Also in preparation is a list of administrative rules that can be posted as notice about behavior expected in our library buildings. It will encompass only those which are enforceable and which do not infringe on any person's constitutional rights. An invitation was extended to the Commissioners to watch a demonstration of the computerized New York Times Information Bank on Monday, September 16, 1974, at 10:00 A.M. in the General Reference Department.

7. Ms. Vivian Kobayashi will become Administrative Assistant to the City Librarian on September 16, when she finishes her current assignment with the WIN program.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi expressed his gratitude to the Friends of the Library for their part in acquiring the furniture that was sent to the San Francisco Public Library. Letters have been sent to the donors on behalf of the Commission. Al Campos and three part time workers did a fantastic job in moving all the furniture from the Crown Zellerbach Building to the Main Library. They are to be commended.

FRIENDS OF THE LIBRARY REPORT
COMMISSIONER STERN REPORTED

1. Commissioner Stern reported that the Friends were actively supporting the Commission's request for the Marshall Square Site. Mrs. Stern and Mary Louise Stong went to see Supervisor Feinstein, who said she would support the policy statement on the ballot. Seven Supervisors have signed the statement. They are Supervisors: Feinstein, Gonzales, Francois, Molinari, Tamaras, Mendelsohn, and von Beroldingen.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN der LIETH

1. Commissioner Van der Lieth introduced Mr. William Ramirez, Chief of the Main Library who gave a report on the activities of the Main Library Task Force. The assignment was to increase the storage capacity of the Main Library as a stop gap measure

recognizing that regardless of the outcome of the Marshall Square controversy, occupancy of a new building is a number of years away. The plan proposed was a renovation of the basement area known as the Sutro Stacks and the installation of automated compact storage units. The total project cost is $300,000. The project was referred to the Budget and Operations Committee to explore possible methods of financing.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. There were no expenditures from the Fuhrman Fund for the month July, 1974. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of August, 1974 in the amount of $1,604.00 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #746

WHEREAS, San Francisco's desperate need for a new Main Library facility has long been recognized, and

WHEREAS, the Library submitted to the Planning Commission, on May 5, 1964, a study of these problems and plans for a new Main Library/Regional Resource Center on the Marshall Square Site (the Bolles, Mohrhardt-Ulveling Report), and

WHEREAS, the Library submitted to the Planning Commission, on September 30, 1966, a specific proposal for a bond issue to construct a new Main Library/Regional Resource Center on the Marshall Square site, and

WHEREAS, in 1967 and in every succeeding year thereafter, the Planning Commission has adopted a City and County Capital Improvement Program calling for the construction of a new Main Library, and

WHEREAS, meetings with the Planning Commission staff since July 6, 1967, indicated agreement that the Marshall Square site is the only appropriate location for a new Main Library facility, and

WHEREAS, the Civic Center Technical Coordinating Committee recommended on May 17, 1968, that Marshall Square be reserved for a new Main Library, and

WHEREAS, the City and County of San Francisco has accepted from the California State Library $1,642,812 since 1967 on the specific understanding that the City will provide a facility appropriate to serve as a Regional Resource Center, and

WHEREAS, the City and County of San Francisco accepted from the U.S. Department of Housing and Urban Development, under the same understanding, an advance of $115,000 to complete the preliminary planning for a new Main Library/Regional Resource Center on Marshall Square, and

WHEREAS, the Arthur D. Little-John S. Bolles Report (prepared with the HUD funds), submitted to the Planning Commission in December, 1970, strongly supports construction of a new Main Library on Marshall Square, and

WHEREAS, the Library Master Plan, on which the Planning Commission staff and the Library have been working since 1971, lists the construction of a new Main Library/Regional Resource Center as the primary objective, and

WHEREAS, the construction of any facility on the Marshall Square site other than a new Main Library will increase the cost of a new Main Library facility, built on another site, by a minimum of $10 million and perhaps as much as $20 million, and

WHEREAS, the construction of any facility except a new Main Library on Marshall Square will destroy completely the value of the current Main Library, when the City does build a new Main Library on some other site, and

WHEREAS, the Planning Commission has had before it for over eight years sufficient and compelling evidence of the need for a new Main Library and specific plans for construction of such a facility, now

THEREFORE BE IT RESOLVED, that the San Francisco Public Library Commission hereby urgently requests the Planning Commission to amend the Civic Center Master Plan to reserve Marshall Square for a new Main Library and to institute procedures to transfer jurisdiction over that site to the Library.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #747

WHEREAS, the Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries; and

WHEREAS, the San Francisco Public Library is eligible for a per capita grant under this law based upon a formula of "Weighted Population Values" and "Assessed Valuation per capita" after Establishment Grants; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California in accordance with the provisions of this Public Library Act in Chapter 1.5 of Division 20 of the Education Code for a per capita grant for the purpose of improving library service; now, therefore, be it

RESOLVED, that the Library Commission does hereby approve the application for and acceptance of said grant; and be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County to continuance beyond the period covered by said grant funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #748

RESOLVED, that the Library Commission hereby authorizes the acceptance from the Friends of the San Francisco Public Library, the anonymously donated gift of office furniture and equipment consisting of six desks, twenty-two chairs, one chesterfield, one love seat, one typewriter stand, one rug, two cabinets, two adding machines, six plastic floor boards, various desk divider files and waste paper baskets, the approximate value being $5,000.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #749

RESOLVED, that the Library Commission approve the formation of a fund to be known as the Special Collections Fund of the San Francisco Public Library to receive proceeds

from the sale of books from the Special Collections Department and to be used for activities related to the Special Collections Department as set forth in detail in the accompanying legislation.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #750

RESOLVED, that the Library Commission hereby authorizes the attendance of Richard Shouse at the Annual Serra Regional Library System Conference at the Royal Inn at the Wharf Convention Center, San Diego, California, September 12-13, 1974; travel expenses to be paid from State funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #753

WHEREAS, the Library Commission is committed to the principle of Affirmative Action, and

WHEREAS, the Library proposes to recruit and award scholarships in conjunction with public service trainee positions under provisions of the federal Library Services and Construction Act Title I Minority Recruitment Training Program, now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funds up to $10,000 for 1974-75 for the administration of said grant.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #754

RESOLVED, that the Library Commission authorize the attendance of ten (10) children's librarians at the Baker and Taylor New Books Media Presentation and Exhibit, August 20-21, 1974; fees to be paid from State funds.

Approved by Library Commission

ATTACHMENT B

AMENDING ARTICLE XIII, CHAPTER 10, SAN FRANCISCO ADMINISTRATIVE CODE, BY ADDING SECTION 10.117-11 THERETO, ESTABLISHING A SPECIAL COLLECTIONS FUND OF THE SAN FRANCISCO PUBLIC LIBRARY AND SPECIFYING PURPOSES FOR WHICH SAID FUND MAY BE USED.

Be it ordained by the People of the City and County of San Francisco:

Section 1. Article XIII, Chapter 10, San Francisco Administrative Code is hereby amended by adding Section 10.117-11 thereto, reading as follows:

Sec. 10.117-11. Library Special Collections Fund; Establishment; Deposits; Expenditures.

There is hereby established a special fund to be known as the Special Collections Fund of the San Francisco Public Library. All proceeds derived from the sale of books from the Special Collections Department of said Public Library which duplicate holdings in said Special Collections Department or are not compatible with the collection policy of said Special Collections Department shall be deposited in said Special Collections Fund. Books selected for such a sale shall be on the recommendation of the City Librarian. All proceeds derived from service fees charged for photographic reproduction of materials in the Special Collections Department of said Public Library shall be deposited in said Special Collections Fund. Monies deposited in said Special Collections Fund may be used solely for the following purposes.

1. Expenses incurred in connection with the sale of books from said Special Collections Department as aforesaid;

2. Purchase of additional books and related ephemera for the Special Collections Department of the Public Library;

3. Purchase of special equipment and related items for the Special Collections Department of the Public Library deemed necessary to insure proper security and conservation of rare and valuable materials.

4. Special fellowships awarded to individuals with expertise in any area of the collections housed in said Special Collections Department of the Public Library.

Any unexpended balances remaining in said Special Collections Fund at the close of any fiscal year shall be deemed to have provided for a specific purpose within the meaning of the provisions of Section 6.306 of the Charter and shall be carried forward and accumulated in said Special Collections Fund for the purposes recited herein.

9. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #755

RESOLVED, that the Library Commission authorize the attendance of Gilda Perolman at the Western Conference of Regional Librarians for the Blind and Physically Handicapped, September 18-20, in Seattle, Washington; expenses to be paid from State travel funds as such funds permit.

10. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #756

RESOLVED, that the Library Commission increase the partial funding of expenses for the ALA Convention in New York July 3-6, 1974, for Carl Cox in the amount of $100 and Thomas Fowler in the amount of $300 to put all such funding on an equal bases; such increases to come from State travel funds.

11. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #757

RESOLVED, that the Library Commission authorize Dr. Kevin Starr to attend and to address the American Historical Association in Seattle, Washington, August 27, 1974; expenses to be paid from State funds as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved, that the following resolution be adopted:

RESOLUTION #751

APPROVAL, non-Civil Service, temporary and recertification of temporary appointments made during the months of July and August 1974. (See attachment).

LIBRARY EXTENSION
COMMISSIONER DOROTHY H. CASPER

1. No report because of absence.

COMMUNITY AFFAIRS COMMITTEE
DAVID BELCH REPORTED

1. There is to be a reception for Helen Gentry in the Lurie Room, on Friday, September 13, 1974, at 5:00 P.M. An exhibit of Miss Gentry's printing and book design is featured in the second floor rotunda through September and October. The exhibit was prepared by Andrew Hoyem and Linnea Gentry.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved, that the following resolution be adopted:

RESOLUTION #752

WHEREAS, a Plan of Service is a requirement for the annual application for a grant under the state Public Library Services Act of 1963, and

WHEREAS, the Library's Plan of Service has been revised and up-dated under the date of August 20, 1974, be it

RESOLVED, that the Library Commission approve and accept said revised Plan of Service.

COMMUNICATIONS

1. Mr. Cerasi read a letter to the Library Commission from Dean Marvin J. Anderson stating his appreciation for the assistance and cooperation of the Special Collections Dept. of the San Francisco Public Library in arranging for a recent display of San Francisco memorabilia at Hastings College of the Law.

2. Mr. Cerasi read a letter of appreciation to the Library Commission from Director of Public Affairs, Hastings College of the Law, Janet Colson, for the outstanding display of San Francisco memorabilia graciously loaned to the Hastings College of the Law by the Special Collections Dept. of the San Francisco Public Library.

3. Mr. Cerasi read letters, to the Mayor, from children at the Bernal Heights Branch Library, expressing their enjoyment of the Library, and requesting no cuts in hours.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:15 P.M. by Commissioner Callanan stating that the Library Commission adjourned in memory of former Mayor John Shelley. Commissioner Callanan asked that all Commissioners attend the funeral at St. Mary's Cathedral to be held at 10:00 A.M., September 4, 1974.

At the end of the meeting, Commissioner Callanan recognized Joel Kluger of Jam & Co., who presented his idea for distributing a comparative shopping "Price Guide" to groceries through library agencies. Discussion put over to next meeting.

The next regular meeting is to be held Tuesday, October 1, 1974, at 3:30 P.M.

Respectfully submitted

George Cerasi

George Cerasi
Secretary
San Francisco Public Library Commission

Sept. 3, 1974

RESOLUTION NO. 751

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the months of July and August, 1974, be approved:

2718 Janitor-Foreman
John Lowe

3602 PT Page
Teresa Choi
David Dalin
Garland Gilbert
Chester Gin
Nancy Ho
Cecilia Martinez
Anna Ramos
Teresa Tang

3616 Library Tech. Asst. I
Ronald Chabot - EEA
Thomas Noronha - EEA
Eve Rannells

3630 Librarian I - PT
Lee Lourea
Grace W. Ruth

7302 Audio-Visual Tech.
Willie Taylor - EEA

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

2716 Janitor-Sub-Foreman
Olivia Chatman

3602 FT Page
Mark Thompson

3602 PT Page
Robert Bowman
Annie Campillo
Sharlene Carlson
Frank Donahue
Jane Dunlap
Baren Fong
Edwin Ford
Robina Frazier

3602 PT Page
Jennifer Futernick
Maxine Leibowitz
Deborah Liu
Christopher Sam

3610 Library Asst. PT
Edgard Acevedo

3630 Librarian I - PT
James Jackson

8202 Watchman
Edgard Solorzano

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

October 1, 1974

The regular meeting of the San Francisco Public Library Commission was held October 1, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, McDonnell, Stern, Gaines, and Casper. Commissioners Malone, and Van der Lieth were excused.

It was moved by Commissioner Stern and seconded by Commissioner McDonnell, that the minutes of the September meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
DR. KEVIN STARR

1. Dr. Starr nominated G. William Gahegan, President of California Friends of Robert Frost to be Honorary Curator for the Robert Frost Collection. It was so moved by Commissioner McDonnell, seconded by Commissioner Gaines and unanimously approved.

2. Dr. Starr talked of the need for more storage space in the History Room and the expansion of the San Francisco Art collection under the direction of Mrs. Oberstein and Mrs. Hansen.

3. Dr. Starr reported that when the 28th annual San Francisco Art Festival was held, first prize for City Purchasing was granted to the "k-7" Sculpture by Mr. Richard Mayer. Dr. Starr asked the Library Commission to authorize a request to the Art Commission to place the Sculpture at the Library as a permanent exhibit. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved, that the Library Commission submit a request to the Art Commission for the Sculpture. Placement will be discussed at a later time.

4. Dr. Starr introduced David Belch, who spoke about "Feel Fine Free Week". Mr. Belch reported that 26 radio stations were playing spots, all local television channels are showing spots, and the Progress, Examiner, and the Chronicle had spots in their columns about "Feel Fine Free Week". Registration reported that twice as many books were returned yesterday than usual.

5. Dr. Starr reported that the Library received from the estate of the deceased Fred Bloch, a check in the amount of $1,532.87 plus gifts of books and scientific papers. Dr. Starr will write a letter of thanks to the relatives of Mr. Bloch as soon as they are located.

6. Dr. Starr announced that employees must work on Election Day, November 5, 1974. Commissioner McDonnell will submit Resolution #764.

7. Dr. Starr reported that Mrs. Scannell, Chief of Branches, is working on plans for increased service at the Noe Valley Branch Library.

8. Mrs. Scannell reported that the renovation of Chinatown and Mission branches is proceeding satisfactorily.

9. Mr. Ramirez reported on the Close Shelving in Sutro Stacks. Mr. Ramirez introduced Robert Williams who stated that to receive proper funds, the project must be presented to the Planning Commission, which we have done. We may now seek funding in two ways: (1) submit a Supplemental Appropriation Request this year, and (2) place it in budget request for next year.

10. Dr. Starr announced that the 1973-74 San Francisco Public Library Annual Report has been completed and submitted to the Mayor's Office and that the Commissioners should already have their copies, as well as a copy of the Grand Jury Report.

11. Mrs. Goodwin read new Rules for conduct for patrons of the Library. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the Rules of Conduct be adopted.

12. Mrs. Goodwin also reported that the Special Collections Fee Schedule is not ready yet. The Ordinance will be heard tomorrow (Oct. 2, 1974) at the Board of Supervisors Finance Committee meeting.

13. Mrs. Goodwin stated that the Bicenntial Budget Advisory Committee was formed this week to represent a wide range of service in the Library and the community.

14. Mrs. Goodwin announced that on Election Day all branches and the Main Library will be open. Technical Services will be closed. There will be minimum coverage in the offices of Public Information, BARC, Reference Center, and the Administrative Offices.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi reported that the 1975-76 Maintenance and Repair request has been submitted to the Department of Public Works for estimates.

2. Mr. Cerasi further reported that certain branches may have problems on election day. For example, Eureka Valley may have difficulty handling its normally busy Tuesday schedule along with a potentially heavy voter turnout.

FRIENDS OF THE LIBRARY REPORT
MR. DAVID YAMAKAWA, JR.

1. No report.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of September, 1974, in the amount of $7,128.18 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #759

RESOLVED, that the Library Commission hereby authorizes the attendance of Tibby Storey at the Pilot Seminar for Librarians on Accessing Federal Statistical Sources given at the Bureau of the Census in Washington, D.C., on November 11-14, 1974; travel expenses to be paid from City and County funds, as such funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Gaines, and unanimously approved, that the following resolution be adopted:

RESOLUTION #760

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Goodwin at the California State Library workshop on program planning and evaluation to be held in Sacramento, October 4-5, 1974; travel expenses to be paid from State funds, as such funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #761

RESOLVED, that the Library Commission hereby authorizes the attendance of Effie Lee Morris and Linda Geistlinger at the

California Council on Children and Youth to be held at Francisco Torres, Goleta, October 17-19, 1974; travel expenses to be paid from Early Childhood Project funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commission Gaines, and unanimously approved, that the following resolution be adopted:

RESOLUTION #762

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at the preconference and annual conference of the California Library Association, in San Diego, November 8-14, 1974; travel expenses to be paid from BARC funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Casper, and unanimously approved, that the following resolution be adopted:

RESOLUTION #763

RESOLVED, that the Library Commission hereby authorizes the attendance of Sue Critchfield at the annual conference of the California Library Association, in San Diego, November 10-14, 1974; travel expenses to be paid from BARC funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted.

RESOLUTION #764

WHEREAS, the electorate of the City and County of San Francisco voted to keep city offices open to serve the public on Election Day, November 5, 1974, and

WHEREAS, Election Day is a legal city holiday and the Annual Salary Ordinance mandates overtime pay to personnel in certain classifications, and

WHEREAS, the Library budget does not provide the necessary overtime funds, be it

RESOLVED, that the Library Commission approve a Supplemental Appropriation Request for such required overtime funds.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner McDonnell, seconded by Commissioner Gaines, and unanimously approved, that the following resolution be adopted:

RESOLUTION #758

APPROVAL, non-Civil Service, temporary and recertification of temporary appointments made during the month of September, 1974. (See attachment)

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. Commissioner Casper reported that she believes the Main Library should be open on Sundays. She said the reason for this is that she received a telephone call from people of the North Beach area calling her attention to the fact that the working class people have not time to get to the Library during the week and in the evening some may not be able to get to the Main Library. Dr. Starr stated that Mrs. Scannell is preparing a study of the possibility of a Tuesday-Sunday schedule for the Library. David Belch stated that it is not a desire of not giving service that the Library is closed. It is that this Library has the smallest staff than any other Library of comparable size in the United States, and the staff is spread so very thin that the Libraries can not be open as much as desired. Two of the major problems of this are part of the City Charter; basically, a San Francisco public employee works 40 hours a week, those are 8 hour days, they cannot work a split shift and the other restriction is that you cannot ask a person to work 7 days. The employee must have two consecutive days off.

2. Dr. Starr stated his intentions of making a full presentation on the subject of Branches and Branch Hours at the next meeting.

3. Sally Brunn spokeswoman for the Friends of Noe Valley spoke to the Commissioners about expanded service for Noe Valley Branch. She presented petitions with 700 signatures from people of the Noe Valley area. Ms. Brunn stated that members of the community want access to Noe Valley Branch, a second librarian at the branch and that they would like the library to be open on Saturday. Commissioner McDonnell proposed a supplemental appropriation for a Librarian I and increase hours, specifically for Noe Valley. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that such supplemental be submitted.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. No report.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern believes that if the Library worked with the neighborhood groups they will get what is needed, for better Library service, support.

2. Commissioner Stern stated that Stephanie Row wrote a letter to the Excutive Director of the Housing Authority, saying that the Whole World will be back in operation. The letter was written in August.

3. Commissioner Stern reported that the National Book Committee will be in operation for at least another 30 days.

COMMUNICATIONS

1. None

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:15 P.M.

The next regular meeting will be held Wednesday, November 6, 1974, at 3.30 P.M.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

RESOLUTION NO. 758 october 1, 1974

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September 1970 be approved.

3602 Page PT

Lorna Chee
Leonor Bunac
Clifford Yee
Stanley Ip
Mark Freeman
Sandra Hintzen
Janice Tucker
Claudia Lee
Lori Lai
Richard Carreon
Kathryn Cox
Kim Hamman
Susan Kurtz
Warren Kwok
Robert Mast
Edgard Solorzano
Gwen Westbrook
Kevin Gallagher
Deborah Mah

1630 Account Clerk

Laurence Fontes

3630 Librarian

Carol Melvin

AND FURTHER that the following resignations of non-civil service, part-time and temporary positions be accepted:

3602 Page PT

Franklin Heyneman
Robert Stewart
Cynthia Glass
Steve Radcliffe
Harry Dea
Sandar Hinzten
Howard Chan
Glen Lew
Mildred Tsen
Lynette Chin

3602 Page PT (cont)

Lotus Wong
James McCarthy
Robin Millar
David Stead
Bayardo Chamorro
Molinda Mah

3602 Page FT

William Acevedo

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

November 6, 1974

The regular meeting of the San Francisco Public Library Commission Meeting was held November 6, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, McDonnell, Stern, Van der Lieth, Caines, Casper and Malone.

It was moved by Commissioner McDonnell, and seconded by Commissioner Casper, that the minutes of the October meeting be approved as mailed. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
DR. KEVIN STARR

1. Dr. Starr reported that under the CETA program for federally-funded employment the San Francisco Public Library is asking for a large contingent. The library has applied for 67 employees, of various classifications. The library proposes an "Experiment in Excellence" to demonstrate to the public what a properly staffed public library can provide by way of strong and vital library services. Sunday hours are also contingent on the positions. This proposal has been submitted to the Mayor's Office. Commissioner McDonnell asked for an in-depth discussion of future implications if and when the program ends.

2. Dr. Starr introduced Mr. David Belch who stated that the CLSI Patron Survey is to be distributed throughout the Library System. Commissioner McDonnell suggested that a change be made in the question "Do you object to filling out these forms?" to perhaps "Do you find it difficult to fill out these forms?".

3. Mr. Belch further stated that his report of the reply to the Harvey Rose Report needed further research, but we still are hoping to have it ready by January.

4. Dr. Starr introduced Miss Effie Lee Morris who reported that Children's Book Week will be celebrated during the month of November. The theme for this annual celebration is "Books for All Reasons, In All Seasons, For Any Me I Want To Be". Books showing current children's reading trends are displayed on the second floor of the Main Library. Miss Morris said that children's librarians and their advisory councils of children will be outside the libraries from 3:00 to 5:00 P.M., November 7, 1974, to encourage children to sign up for library cards and to use the library to bring visibility to the Children's Librarians and their Special Services. Miss Morris further stated that the November issue of FREE contains an insert devoted entirely to Children's Book Week and the 1974 Summer Reading Program, "Any Me I Want To Be".

5. Miss Morris reported that Dial-a-Story is now in twenty-seven libraries across the country and they are doing well. She further reported that the elementary school librarians of the San Francisco Unified School District have invited the San Francisco Public Library's Children's Librarians for the Bi-annual joint meeting at the Cabrillo School on Tuesday evening at 7:30 to 9:00 P.M.

6. Dr. Starr reported that he has been in contact with Mr. Richard Harcourt of the San Francisco Chamber of Commerce about the New York Times Information Bank and that they both feel prospects for San Francisco Chamber of Commerce funding of the project are favorable. It would cost approximately $15,000 yearly.

7. Dr. Starr reported that the Special Collections Fund was approved by the Board of Supervisors. Dr. Starr recommended that a Library Commissioner be appointed to the Special Collections Fund. Commissioner Marjorie Stern was appointed by Commissioner Callanan.

8. Dr. Starr introduced Mrs. Vivian Goodwin who reported on the Special Collection Fees to be established. The Commissioners adopted the statement of policy on photographic service which gives credit to San Francisco Public Library for any used for reproduction and sets the fee schedule. The service charge for copying photos belonging to the Library is: $1.00 per photo and $15.00 and up for commercial use of the material. Commissioner McDonnell moved that the schedule of fees of the Special Collections Fund be approved, Commissioner Stern seconded it, there being no objection, it was so ordered.

9. Dr. Starr commented on the political angles of the Librarian's Guild Proposal for Adequate Branch Library Service and introduced Karen Scannell to respond to it. Mrs. Scannell stated she found much that was worth while and that many of the ideas in the Guild Proposal were in line with what she was thinking in terms of branch staffing and hours, but she did not feel that the San Francisco Public Library had any branch with the physical capacity to handle the staffing and collections such as the proposal outlined. Tom Fowler, President of the Librarian's Guild commented on the inadequate staffing and collections in the present branch system. Dan Tatko, member of the Guild Committee which drew up the Proposal explained that the Proposal was based on the actual conditions people have to work with now in terms of staff, collections, and facilities.

10. Commissioner Stern wanted to enlarge on a suggestion that neighborhoods form a committee that would make use of the Guild's Proposal. Commissioner Malone stressed the need for a Branch Library Plan formulated by the Library Administration which could be put before the public for discussion.

11. Dr. Starr mentioned that he is to appear at the Board of Supervisor's Urban and Consumer Affairs Committee on a meeting in relation to the closing of certain branches on Mondays. The meeting is to be held on November 7, 1974.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi submitted the Financial Statement for the San Francisco Public Library for the first quarter, ending September 30, 1974. A copy is attached.

FRIENDS REPORT
MR. DAVID YAMAKAWA JR.

1. Mr. Yamakawa stated that the Friends authorized $500 to be allocated for expenses for the first sale of books from the Special Collections Department.

2. Mr. Yamakawa reported that the Martin Luther King Bibliography is being published by G. K. Hallco and the Friends were planning a reception to introduce the book to San Francisco.

3. Mr. Yamakawa reported that a friend of the Friends passed away and left $5,000 in cash and her personnel library to the library. The $5,000 is to be set aside for the new Main Library.

4. Mr. Yamakawa further reported that the annual Book Sale for 1975 will be held April 2-6. A committee has been formed to plan events for the Bi-Centennial celebration of the United States.

5. Mr. Yamakawa introduced Mrs. Grace MacDuff who stated that the KLA and Friends have each sent in a resolution to the Board of Supervisors and also are speaking with them about keeping and bettering our libraries. A number of Civic Groups have also sent in resolutions urging Marshall Square as the site of a new Main Library.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. MCDONNELL

1. Commissioner McDonnell moved that the Library Commission direct the administration to re-invest a $10,000 Treasury Bond maturing November 15 in paper yielding the highest rate obtainable on that date. Commissioner Malone suggested that Mr. Williams check on term as well as rate. There being no objection, it was so ordered.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of October, 1974, in the amount of $2,416.50 be accepted.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #765

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the California Library Association Convention in San Diego, California, November 10-14, 1974; expenses to be paid from Video Resources Project fund, as such funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Casper, and unanimously approved, that the following resolution be adopted:

RESOLUTION #767

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Goodwin, Eunice Parker, William Ramirez, and Kevin Starr at the California Library Association Convention in San Diego, California, November 10-14, 1974; expenses to $100 each to be paid from regular library travel funds.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #768

RESOLVED, that the Library Commission hereby authorizes the attendance of Beth Beerbohm, Celia Brockenbrough, Akilimali Funua and Nancy Kellum-Rose at the California Library Association Convention in San Diego, California, November 10-14, 1974; expenses to $100 each to be paid from State travel funds.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #769

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at the American Library Association Midwinter Meeting, January 18-25, 1975, in Chicago, ILL; travel expenses to be paid from BARC funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #770

RESOLVED, that the Library Commission hereby authorizes the attendance of Harriet Colloay at the Special Libraries Association program, October 25-26, 1974, at the Stanford Court in San Francisco; registration fee to be paid from regular library funds.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #771

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the California Community Telesvision Association Convention in Anaheim, California, December 4-7, 1974; expenses to be paid from CTRP funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Van der Lieth, and unanimously approved, that the following resolution be adopted:

RESOLUTION #766

APPROVAL, non-Civil Service, temporary and recertification of temporary appointments made during the month of October, 1974. (See attachment)

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. Commissioner Casper reported that there were petitions from St. Phillipps School stating the desire to keep the Noe Vally Branch Library open evenings and Saturdays.

2. Commissioner Casper further reported that many schools surround the North Beach Branch Library and it should not be closed down.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines reported that he has been invited to the CLA convention to receive a plaque and to speak about his book, The Autobiography of Miss Jane Pittman.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MALCOLM G. STERN

1. Commissioner Stern stated that Commissioner Gainer' book made a great movie and he deserves the plaque very much.

COMMUNICATION

1. From City Treasurer, Tom Scanlon, asking the Library Commission what action it desires to take with the proceeds from Treasury Bond #17788. Maturing November 15. See Budget and Operation Committee report.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 5:25 P.M.

The next regular meeting will be held Tuesday, December 3, 1974, at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library
Commission

Nov. 6, 1974

RESOLUTION NO. 766

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October, 1974, be approved:

1402 Jr. Clerk (EEA)
Yoshiko Bakhtiary
Robert Charbonneau

1424 Clerk Typist (EEA)
Conyus Calhoun

2714 Janitor (EEA)
Ralph Paige

3602 PT Page
Claudine Aymard
Timothy Barrow
Karen Cassidy
George Chin
Dolly Choy
John Figone
Mary Fitzpatrick
Donna Granados
Andrew Jin
Elaine Lee
David Low
Richard Monteleone
Ana Montes
Patricia Morgan

3602 PT Page
Henry Osaki
Steven Seid
Dean Snider
Guy Thompson
Margaret Tong
Christopher Tsang
Wellman Wu

3602 FT Page
Robert Phipponey

3616 Lib. Tech. Asst. I - EEA
Ivy Jou
Mehr Khan

3630 Librarian I
Marilou Miller

3632 Librarian II
Deborah Cornue
Blanche Maulet
Elizabeth Wright

8202 Watchman
Thomas Argo

AND FUTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1422 Jr. Clerk Typist
Jerry Butterfield

3602 PT Page
Howard Chan
Alfredo Delemos Jr.
Robert Fletcher
Mary Glennon

3602 PT Page
Naoko Koike
Karen Kwok
Dixon Lee
James McCarthy
Anna Ramos
Teresa Tang
Lotus Wong

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

December 3, 1974

The regular meeting of the San Francisco Public Library Commission was held December 3, 1974, in the Commission Room, Main Library.

The meeting was called to order at 3:40 PM by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, McDonnell, Gaines, Malone, and Casper. Commissioner Van der Lieth was excused.

It was moved by Commissioner McDonnell and seconded by Commissioner Gaines, that the minutes of the November meeting be approved. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
DR. KEVIN STARR

1. Dr. Starr stated that the Library is receiving more than 20% of the new jobs coming in on the Public Employment Program. He then introduced Mr. David Murphy who reported that the Library is receiving 65 position: thirty-one of whom are professional librarians. The library received 17 of the new librarians on Wednesday, November 27, 1974, and will receive the remaining group on Wednesday, December 11, 1974. Mr. Murphy then introduced the following, who gave their names and stated when and where they received their degrees and where they have worked:

Ms. Lori Croskey
Mr. Bertrand Jones
Mr. Gerald Smith
Ms. Deborah Sommer
Ms. Elsie Wong
Ms. Leslie Eldridge
Ms. Judy Epperson
Mr. Frank Pinell
Mr. Jacob Shumeda
Ms. Bobby Jones
Ms. Julia Chu
Mr. Albert Spence
Ms. Patricia Smith
Ms. Ruth Gray
Ms. Judith Brownlow
Ms. Carolyn Kim
Ms. Kathleen Maynard

Mr. Murphy thanked the Chiefs and Coordinators for their assistance in the program. Commissioner Callanan and Dr. Starr welcomed the new librarians.

2. Dr. Starr introduced Mr. William Ramirez who reported on Sunday hours at the Main Library. Hours will be from 1 to 6 PM on Sundays, with the exception of Easter Sunday. They will start on January 12, 1975.

3. Dr. Starr asked the Commissioners to approve opening Main Library and Chinatown, Richmond, West Portal, and Excelsior branches on the same Sunday hours schedule. Commissioner Malone made a motion to accept the Sunday hours for the Main and four named branches, Commissioner Stern seconded the motion. Commissioner Gaines asked why these particular

branches were picked for the Sunday hours. Mrs. Karen Scannell, Chief of Branches, answered that they were picked for their geographical locations, easy transportation, physical space and student usefulness. Commissioner Callanan recognized Mr. Victor Theusen, Research Director of Local 400. Mr. Theusen stated that he thought the Commission was acting hastily. He said the Librarian's Guild feels that the Library should be opened on Sundays but should have staff enough to open correctly. He said it wasn't fair to give to these 65 persons temporary jobs that were originally permanent positions. Mr. Theusen said if the Commission passed the proposal they would be undercutting standards that have been imposed on others. Mr. Murphy explained later that the unfunded positions in the budget were not involved in these appointments. Commissioner Malone stated that the whole country is going through difficult times and that the Library needs to accept whatever and as much as it can. He also felt that the thirty-one librarians most likely wanted the jobs. The motion carried with Commissioner McDonnell registering objection.

4. Dr. Starr introduced Mr. Robert Williams who reported on the C.V.R.P. effort to establish a revenue fund. He introduced Mr. Roberto Esteves who stated that projects like C.V.R.P. are supposed to generate money to become self-sustaining. Projects can generate funds to use only for the project itself. In order to set up the account a resolution from the Library Commission and one from the Board of Supervisors is needed. Commissioner McDonnell suggested the resolution be adopted out of order. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #778

WHEREAS, the California State Library has established the "California Video Resource Project" with Federal Library Services and Construction Act funds; and

WHEREAS, the California State Library has authorized the generation of revenue from the sale of products and services of the California Video Resource Project; and

WHEREAS, the Code of Federal Regulations, Vol 45, Paragraph 100b.235(a)(b) and Paragraph 100b.235(a)(b)(1) mandates all such income be retained by the Project and expended for purposes which further the objectives of the Project; and

WHEREAS, the California State Library has requested the Project keep a separate account for the federal monies generated and disbursed by said Project;

THEREFORE, BE IT RESOLVED, that the San Francisco Public Library Commission authorizes the establishment of a separate account for the receipt and disbursement of federal monies generated by the California Video Resource Project; and

- BE IT FURTHER RESOLVED, that the San Francisco Public Library Commission requests that the Board of Supervisors authorize the establishment of such an account.

Mr. Williams further reported that they have the possibility of three supplemental appropriation requests, they are, briefly (1) to increase the Periodical funds, (2) to increase page hour funds, and (3) to correct 45 Hyde Street's ventilation problem.

5. Dr. Starr announced that the Special Collection Fund legislation is complete and since the Board of Supervisors want it under the direction of a Commissioner, it has been assigned to Commissioner Stern.

6. Mrs. Vivian Goodwin reported that the November Statistics Report from the Catalog Department indicate 12,000 volumes processed, well above our average 10,000 per month.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi read a message from Mrs. Abrams requesting Mrs. Karen Scannell to have one of her Budget Meetings in the day time so that the senior citizens of San Francisco may attend.

2. Mr. Cerasi read the document citing the Public Library on 13 violations at 45 Hyde Street by the State Division of Industrial Safety. All but one of the violations are relatively minor and will be corrected by December 13 as required. To meet the requirement of adequate ventilation will require a Supplemental Appropriation Request, in effect (an) updating (of) the last one turned down by the Board of Supervisors. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved, that the administration request a supplemental appropriation to correct the ventilation system cited by the State Division of Industrial Safety.

FRIENDS REPORT
MR. DAVID YAMAKAWA JR.

1. Mr. Yamakawa reported that the designation of the use of Friends Special Funds has been made for three additional listening stations for the Art & Music Departments. This fund was created in the memory of Helen Weinstein. Commissioner Stern moved to accept the gift, Commissioner Malone seconded it. There being no objection it was so ordered.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. In Commissioner Van der Lieth's absence, Commissioner Callanan stated that the Marshall Square debate was to take place at City Hall on December 4, 1974, at 3:00 PM and all who could attend should do so.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of November, 1974, in the amount of $5,486.42 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #772

RESOLVED, that the Library Commission hereby authorizes the acceptence from the estate of Fred Bloch, a check in the amount of one thousand five hundred thirty-two dollars and eighty-seven cents ($1,532.87), books, scientific papers and thesis belonging to Fred Bloch.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #774

RESOLVED, that the Library Commission hereby authorizes the absence with pay of Kevin Starr, to travel to Washington D.C., December 9-13, 1974, along with Dr.-J. Holiday of the California Historical Society to represent the Committee for Humanities and Public Policy of the National Endowment of the Humanities to negotiate the funding of Dicentennial programs in San Francisco, with the National Endowment of the Humanities.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #775

RESOLVED, that the Library Commission hereby authorize the attendance of Effie Lee Morris and Kevin Starr at the American Library Association 1975 Midwinter Meeting in Chicago, Illinois, January 18-26, 1975; expenses to be paid from regular library travel funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #776

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves and Nancy Kellum-Rose at the

American Library Association 1975 Midwinter Meeting in Chicago, Illinois, January 18-26, 1975; expenses to be paid from State travel funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved, that the following resolution be adopted:

RESOLUTION #777

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at the Institute on Training of Trainers for Interlibrary Cooperation, in Boulder, Colorado, December 2-9, 1974; expenses to be paid from BARC funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS
COMMISSIONER WILLIAM M. MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved, that the following resolution be adopted:

RESOLUTION #773

APPROVAL, non-civil service, temporary, and recertification of temporary appointments made during the month of November, 1974.

LIBRARY EXTENSION
COMMISSIONER DOROTHY M. CASPER

1. Commissioner Casper complimented the Commission and Dr. Starr on extending library hours, and congratulated the new librarians.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER ERNEST J. GAINES

1. Commissioner Gaines displayed the Black Caucus Award for literature and advancement of culture which he received at the California Library Association Conference in San Diego.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated that there is to be a terrific lineup at the hearing tomorrow supporting the Marshall Square Site for the Library.

2. Commissioner Stern read a letter written to Supervisor Feinstein from the Council of District Marchants, backing the Marshall Square Site for the Library.

COMMUNICATION

1. None.

ADJOURNMENT

1. Commissioner Callanan asked that a motion be made to close the Library at 5:00 on Christmas Eve and New Year's Eve. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously, approved, that the Library be closed at 5:00 PM on Christmas Eve and New Year's Eve of 1974.

There being no further business to transact the meeting was adjourned at 5:10 PM.

The next regular meeting will be held Tuesday, January 14, 1975 at 3:30 PM.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

December 3, 1974

RESOLUTION NO. 773

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November, 1974, be approved:

1240 Asst. Personnel Analyst - MEA
Lori Croskey

3602 FT Page
David Lee
Robert Phippeney

3602 PT Page
Doris Chew
Sally Fung
Donald Jingles
Patricia Mahoney
Bonnie Ng
Alejandro Sanchez
George Wiley

3616 Library Tech. Asst. I
Jo Trotter

3630 Librarian I
Sara Cox
Emily Romm

3630 Librarian I
Philip Whitney

3630 Librarian I - EEA
Judith Brownlow
Julia Chu
Leslie Eldridge
Judith Epperson
Ruth Gray
Bertrand Jones
Bobby Jones
Carolyn Kim
Sandra Lane
Kathleen Maynard
Frank Pinell
Jacob Shumeda
Gerald Smith
Patricia Smith
Deborah Sommer
Albert Spence
Elsie Wong

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Raymond Forth
Cynthia Glass
Bronwyn Haran
Franklin Heynemann
Lily Ho

3602 PT Page
Terance Lee
Joell Liebert
Michael Quan
Mantle Yu
Andrew Jin

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

December 20, 1974

A special meeting of the San Francisco Public Library Commission was held December 20, 1974, in the Commission Room, Main Library.

The meeting was called to order by President Callanan, at 10:10 AM.

On roll call the following were noted present: Commissioners Callanan, Stern, Malone, Van der Lieth, Casper, and Gaines. Commissioner McDonnell was excused.

Dr. Kevin Starr introduced the Commissioners to the second group of new librarians from the C.E.T.A. Program. He then called on Mr. David Murphy to present the new librarians individually to the Library Commission.

After some discussion, it was moved by Commissioner Stern, seconded by Commissioner Van der Lieth, and unanimously approved, that the Library Commission officially request the Planning Commission to designate Marshall Square as the site for a new Main Library or library use.

It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern, and unanimously approved, that the Library Commission thank the Friends of the Library and Keep Libraries Alive for all their work and help for the Library. There being no objection, it was so ordered.

Commissioner Callanan stated that presently a 2/3 vote is needed to pass a Library Bond Issue, but there is a bill coming up in the State Legislature, this year, that if passed, would allow Library Bond Issues to be passed with a simple majority vote.

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved, that the Library Commission approve, in principle, the idea of going for a Bond Issue, without specific date; that the City Librarian be instructed to present various alternative plans with various alternative means of securing bonds for a new Main Library including improvement of branches.

There was discussion of when to present the Bond Issue but no definite time was decided upon.

Mr. David Belch stated that Public Budget Meetings are to be held January 6, 1975, at Parkside Branch, January 7, at Richmond Branch, January 8, at Excelsior Branch, and January 9, at North Beach Branch.

Dr. Starr was asked to make an appointment for the Library Commission with the Mayor to seek a revenue sharing grant for planning purposes for a new Main Library; to write a letter of thanks to the Friends and KLA for their help on Marshall Square; and to meet with City Planner, Mr. Dean Macris.

There being no further discussion, the special meeting of the Library Commission was adjourned by President Callanan, at 11:25 AM.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

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